



**Town of Hilton Head Island
Planning Commission Meeting
Wednesday, April 4, 2018 – 9:00 a.m.
Benjamin M. Racusin Council Chambers
AGENDA**

As a Courtesy to Others Please Turn Off All Cell Phones and Pagers during the Meeting.

- 1. Call to Order**
- 2. Pledge of Allegiance to the Flag**
- 3. Roll Call**
- 4. Freedom of Information Act 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.
- 5. Approval of Agenda**
- 6. Approval of Minutes** – Meeting of March 7, 2018
- 7. Appearance by Citizens on Items Unrelated to Today’s Agenda**
- 8. Unfinished Business**
- 9. New Business**
 - a. **STDV-0546-2018** – Rick Schwartz, a representative of Village Home Communities, LLC, proposed to name a new street Mangrove Court. This street will serve a new 32 lot subdivision. *Presented by Anne Cyran*
 - b. **STDV-0706-2018** – Lynn McGee, a representative of USCB, proposed to name a new street Sand Shark Drive. This street will serve the new USCB-Hilton Head Island campus. *Presented by Anne Cyran*
 - c. Recommendation of Proposed CIP Fiscal Year 2019 Priority Projects to Town Council – *Presented By Scott Liggett*
- 10. Commission Business**
- 11. Chairman’s Report**
- 12. Committee Report**
- 13. Staff Report**
 - a. Quarterly Report – *Presented by Anne Cyran*

14. Adjournment

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

TOWN OF HILTON HEAD ISLAND
Planning Commission
Minutes of the March 7, 2018 – 9:00 a.m. Meeting
Benjamin M. Racusin Council Chambers

Commissioners Present: Chairman Alex Brown, Glenn Stanford, Todd Theodore, Bryan Hughes, Barry Taylor, Lavon Stevens, Caroline McVitty

Commissioners Excused: Vice Chairman Peter Kristian, Judd Carstens

Town Council Present: None

Town Staff Present: Shawn Colin, Deputy Director of Community Development; Charles Cousins, Director of Community Development; Brian Hulbert, Staff Attorney; Teri Lewis, LMO Official; Jennifer Ray, Planning & Special Projects Manager; Anne Cyran, Senior Planner; Teresa Haley, Senior Administrative Assistant

1. Call to Order

2. Pledge of Allegiance to the Flag

3. Roll Call

4. Freedom of Information Act 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.

5. Approval of Agenda

The Planning Commission approved the agenda as submitted by general consent.

6. Approval of Minutes – Meetings of February 7, 2018 and February 21, 2018

Chairman Brown asked for a motion to approve the minutes of the February 7, 2018 and February 21, 2018 meetings. Commission Stanford moved to approve. Commissioner Taylor seconded. The motion passed with a vote of 7-0-0.

7. Appearance by Citizens on Items Unrelated to Today's Agenda

Frank Babel presented statements regarding the 2nd Annual Southeast Biking Symposium scheduled for March 22-24 and invited the Planning Commission to attend.

8. Unfinished Business – None

9. New Business

a. Public Hearing

ZA-000266-2018 – Request from the Town of Hilton Head Island to rezone R510 004 000 0344 0000 (154 Beach City Road) from LC (Light Commercial) to PD1 (Planned Development Mixed Use), specifically the Palmetto Hall Master Plan. The effect of this rezoning will be to change the allowable uses, density, height, and impervious coverage requirements.

Ms. Lewis presented the application described in the Staff Report as provided in the Commission's packet. Ms. Lewis clarified the property was not purchased by the County as part of the plan to expand airport operations. A portion of the building on the property is located in the Object Free Area (OFA) and therefore, not in compliance with Federal Aviation Administration (FAA) safety plans. The purpose of purchasing the property is to remove the portion of the building that sits within the OFA in order to comply with the FAA. Over the last several months, Staff has worked with the County and Palmetto Hall Property Owners Association to find a solution that is amenable to both – allowing the uses that the airport needs for the property and makes residents comfortable. Last week Staff received a letter from Palmetto Hall stating that they are supportive of this rezoning, with the exception of animal services as a permitted use. Staff recommends 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 in the Staff Report.

Jon Rembold, Beaufort County Airports Director presented statements regarding the application and answered questions presented by the Commission.

Chairman Brown requested comments from the Commission. The Commission discussed and made inquiries regarding: the definition of community services use; the property is not subject to Palmetto Hall review boards; any proposed development plan on this site will be subject to FAA review; the proposed uses are specific to this property; this rezoning is not spot zoning because the property across Beach City Road from the subject property is zoned PD-1; PD-1 zoning district allows the establishment of specific uses that are amenable to both the Airport and Palmetto Hall; the maximum height allowed is 45 feet subject to FAA review and regulations; a portion of the existing building is located in the OFA area and that portion will be demolished; the portion of the building outside of the OFA will be used for airfield maintenance and storage; fencing has been installed across Beach City Road on Palmetto Hall-owned property for sound mitigation; additional options for sound mitigation are under consideration; and access to the property will be from the airport side of the property and from the far north end of Beach City Road.

Chairman Brown opened the meeting for public comment. Public comments received related to: opposition to the use of the property for animal services; hearing construction related noises at night; the timeline for construction; and why certain uses are being permitted that are not airport-related.

Ms. Lewis indicated FAA money was used to purchase the subject property. The FAA doesn't allow property purchase with their money to be devalued; therefore the property cannot be devalued by restricting the allowed uses to just airport-related uses. Mr. Rembold indicated construction is planned to be finished by this summer. Construction for this project is permitted to be done at night as airfield projects are commonly done in this manner.

The Commission made further inquiries to Ms. Lewis and Mr. Rembold. The inquiries and responses related to: the remaining portion of the existing building will be between 5,000-6,000 square feet; other uses are possible but most of the building will serve as maintenance use; the list of uses was discussed with Palmetto Hall; Palmetto Hall sent a letter of support for the rezoning with the exception of allowing animal services; the County does not have an issue with the removal of animal services from the list of permitted uses; and the County will brief the FAA on the result of today's meeting.

Mr. Rembold indicated the County does try to respond to any community input regarding construction noise. He will talk with the contractors about making changes without sacrificing safety to mitigate the noise producing activities.

Commissioner Stanford moved to approve the 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 in the Staff Report, provided that the use of animal services be removed. Commissioner Theodore seconded. The motion passed with a vote of 7-0-0.

10. Commission Business – None

11. Chairman's Report

Chairman Brown presented the Planning Commission's Semi-Annual Activity Report to Town Council last night.

12. Committee Report

Commissioner Hughes noted the CIP Committee's meeting immediately following this and invited the public to attend. Commissioner Stevens indicated the free Heirs' Property Seminar was successful.

13. Staff Report

Ms. Cyran indicated Staff has no agenda items for the March 21 meeting. Chairman Brown asked Staff to provide the timeline for the CIP recommendations and the budget; and the Circle to Circle marketing dollars.

14. Adjournment – The meeting was adjourned at 9:39 a.m.

Submitted by: Teresa Haley, Secretary

Approved:

Alex Brown, Chairman



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 NEW STREET NAME

Case #:	Name of Project:	Public Hearing Date:
STDV-0546-2018	140 Fish Haul Road Subdivision	April 4, 2018

Parcel Data or Location:	Applicant/Agent
R510 004 000 0374 0000 140 Fish Haul Road	Rick Schwartz Village Home Communities, LLC PO Box 23376 Hilton Head Island, SC 29925

Application Summary:

Rick Schwartz, a representative of Village Home Communities, LLC, proposes to name a new street Mangrove Court. This street will serve a new 32 lot subdivision.

Staff Recommendation:

Staff recommends the Planning Commission **approve** the Mangrove Court street name application based on the review criterion outlined in Land Management Ordinance Section 16-2-103.O.4 and enclosed herein.

Background:

The subject street is the only street in a new 32 lot subdivision, currently addressed at 140 Fish Haul Road. The applicant is proposing to name the street Mangrove Court. Mangroves are aquatic shoreline plants that stabilize the shoreline, preventing erosion while providing a habitat for wildlife.

Beaufort County Dispatch and the Town Fire Rescue Dispatch have both determined Mangrove Court meets their standards for new street names.

As set forth in LMO Section 16-2-103.O.3.d, Decision-Making Body Review and Decision, the Commission shall hold a public hearing and make a final decision on the application based on the standards in LMO Section 16-2-103.O.4, Street/Vehicular Access Easement Review Standards.

Summary of Facts and Conclusion of Law:

Criteria A: No new street or vehicular access easement, or proposed modification of the name of an existing street or vehicular access easement, shall duplicate, be phonetically similar to, or in any way be likely to be confused with an existing street or vehicular access easement, despite of the use of prefixes or suffixes. (LMO Section 16-2-103.O.4.a).

Findings of Fact:

- Town staff, Town Fire Rescue Dispatch, and Beaufort County Dispatch have determined Mangrove Court is not duplicated within the Town or Beaufort County.
- Town staff, Town Fire Rescue Dispatch, and Beaufort County Dispatch have determined Mangrove Court is not phonetically similar to an existing street or vehicular access easement.
- Town staff, Town Fire Rescue Dispatch, and Beaufort County Dispatch have determined Mangrove Court will not likely be confused with an existing street or vehicular access easement.

Conclusion of Law:

- The proposed street name Mangrove Court **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law:

Criteria B: Names shall be simple, logical, easy to read and pronounce, and are clear and brief. Use of frivolous or complicated words or unconventional spellings in names shall not be approved. (LMO Section 16-2-103.O.4.b).

Findings of Fact:

- Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Mangrove Court is simple, logical, easy to read and pronounce.
- Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Mangrove Court is clear and brief.
- Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Mangrove Court does not include frivolous or complicated words or unconventional spelling.

Conclusion of Law:

- The proposed street name Mangrove Court **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law:

Criteria C: It is desirable to use names that have some association with Hilton Head Island and specifically with the immediate location of the street or place, such as reference to local history or physiographic features. (LMO Section 16-2-103.O.4.c).

Findings of Fact:

- Mangrove Court is tangentially related to lowcountry ecology.

- Though mangroves are not native to the lowcountry, they grow in coastal saltwater.
- Selecting a name for a new street or development, particularly one that is nature-related, can be difficult because so many names are already in use.

Conclusions of Law:

- The proposed street name Mangrove Court **meets the requirements** of this criterion.
- Though Mangrove Court is only tangentially related to Hilton Head Island, the difficulty of selecting an available name for a new street outweighs its lack of a strong association with the island.

Summary of Facts and Conclusion of Law:

Criteria D: Use of a common theme is recommended for names of streets that are associated with one another, such as those within a residential development. (LMO Section 16-2-103.O.4.d).

Finding of Fact:

- Mangrove Court is the only street in the subdivision.

Conclusion of Law:

- **This criterion does not apply** to this application.

Summary of Facts and Conclusion of Law:

Criteria E: Streets or vehicular access easements that continue through an intersection should generally bear the same name, except where the street crosses a major arterial or where existing address points on a street require that the street given a different name. (LMO Section 16-2-103.O.4.e).

Finding of Fact:

- The proposed Mangrove Court does not continue through an intersection.

Conclusion of Law:

- **This criterion does not apply** to this application.

Summary of Facts and Conclusion of Law:

Criteria F: A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and continue the same name. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and the street/easement segments extending from the intersection shall bear different names. (LMO Section 16-2-103.O.4.f).

Finding of Fact:

- There is no possibility of extending the roadway because it will be surrounded by single family lots.

Conclusion of Law:

- This application meets the requirements of this criterion.

Summary of Facts and Conclusion of Law:

Criteria G. New or modified street names should generally use Drive, Lane, Place, Road, Street, or Way as suffixes. The following street designations should only be used if the street design meets one of the following descriptions. This list is not intended to limit the use of other appropriate suffixes.

1. *Alley – A street providing vehicular access to the rear of lots or buildings, usually as a secondary means of access to a property.*
2. *Avenue – A street that is continuous.*
3. *Boulevard – A street with a landscaped median dividing the roadway.*
4. *Circle – A street with a complete loop on the end or a side street that intersects another street at two adjacent intersections.*
5. *Court – A street terminating in a cul-de-sac, not longer than 1,000 feet in length.*
6. *Extension – A section of street forming an additional length.*
7. *Parkway – A street designated as a collector or arterial road, with a landscaped median reflecting the parkway character implied in the name.*

(LMO Section 16-2-103.O.4.g).

Findings of Fact:

- The proposed name is Mangrove Court.
- The proposed street will terminate in a cul-de-sac less than 1,000 feet in length.

Conclusion of Law:

- The proposed street name Mangrove Court meets the requirements of this criterion.

Summary of Facts and Conclusion of Law:

Criteria H. The suffixes Manor, Trace, and Common shall typically be used to name vehicular access easements. (LMO Section 16-2-103.O.4.h).

Finding of Fact:

- The subject roadway is a street, not an access easement.

Conclusion of Law:

- This criterion does not apply to this application.

Summary of Facts and Conclusions of Law:

Criteria I. Where natural barriers, intervening land uses, or developments that break an existing street into two separate streets that are not likely to be reconnected in the future, the streets shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted. (LMO Section 16-2-103.O.4.i).

Finding of Fact:

- The existing roadway is not broken into two separate streets.

Conclusion of Law:

- **This criterion does not apply** to this application.

PREPARED BY:

AC

Anne Cyran, *AICP*
Senior Planner

March 28, 2018

DATE

REVIEWED BY:

CJ-G

Cathy Jones-Gooding
Communications Manager

March 28, 2018

DATE

REVIEWED BY:

AC

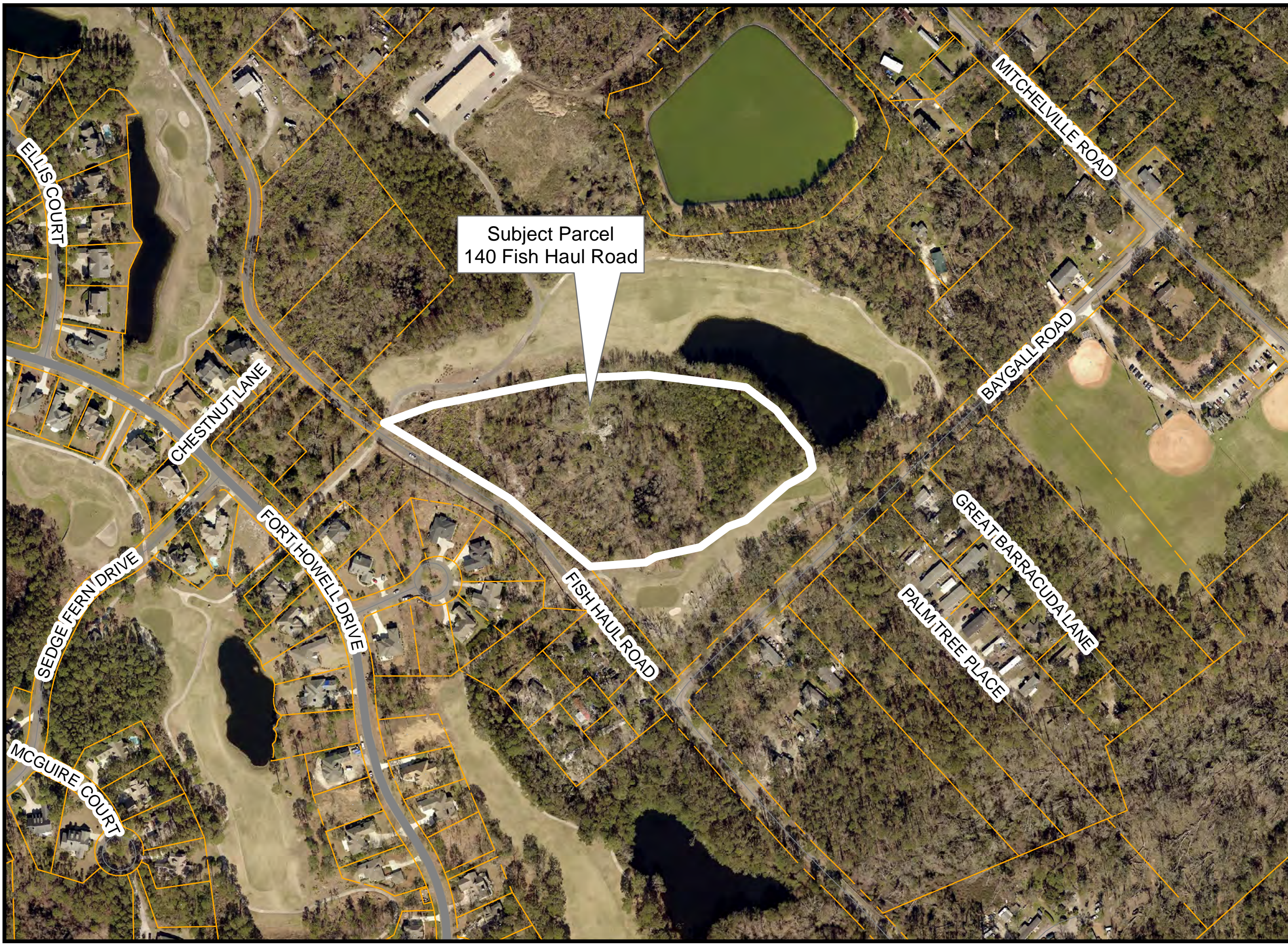
Anne Cyran, *AICP*
Planning Commission Coordinator &
Senior Planner

March 28, 2018

DATE

ATTACHMENTS:

- A) Location Map
- B) Site Plan
- C) Narrative



Subject Parcel
140 Fish Haul Road

STDV-0546-2018

140 Fish Haul Rd
Street Naming

1 inch = 236 feet



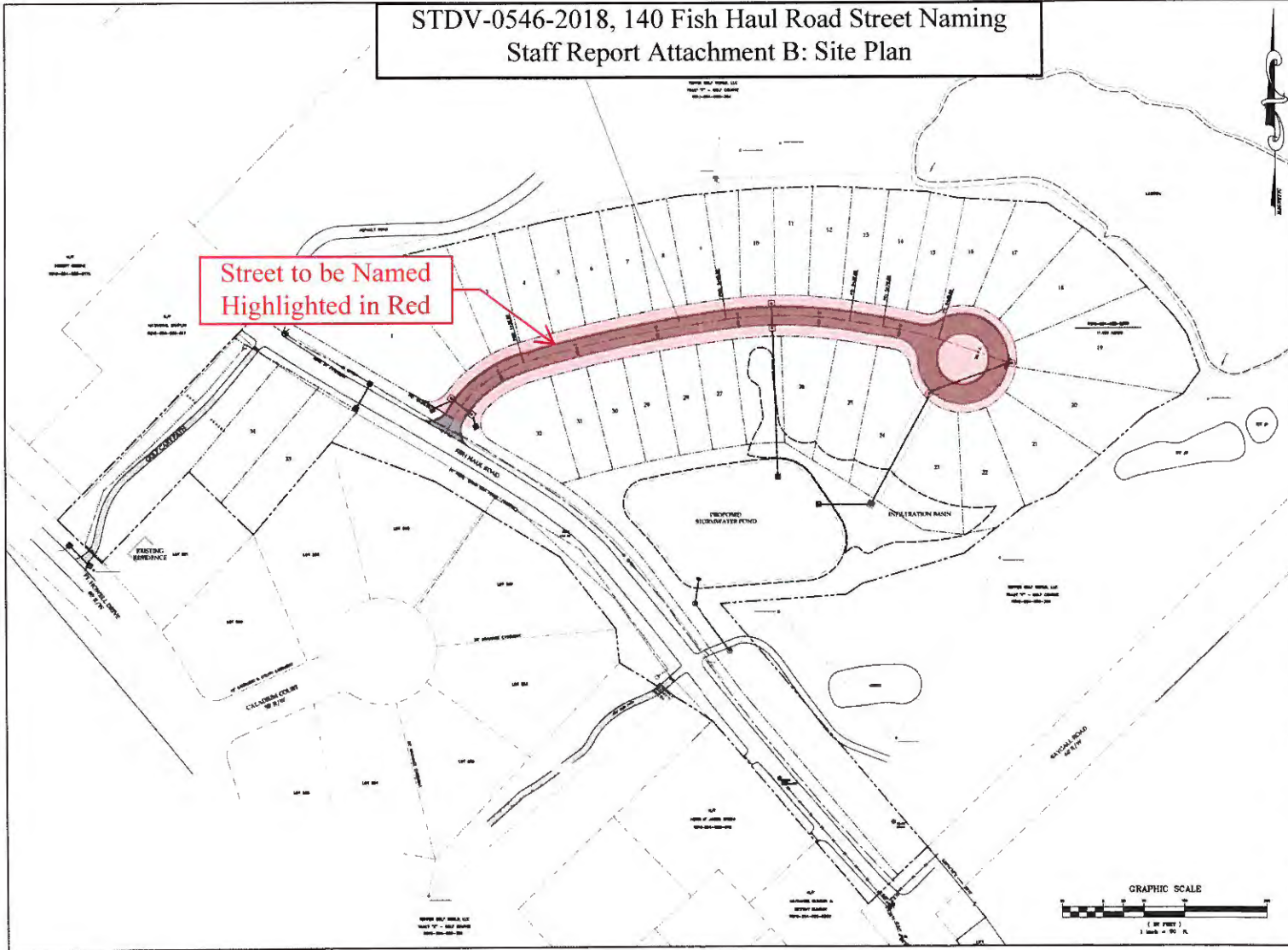
Staff Report
Attachment A
Location Map

TOWN OF HILTON HEAD ISLAND

ONE TOWN CENTER COURT
HILTON HEAD ISLAND, S.C. 29928
PHONE (843) 341- 4600

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 state of completion or for any losses arising from the use of the map.

STDV-0546-2018, 140 Fish Haul Road Street Naming
 Staff Report Attachment B: Site Plan



Street to be Named
 Highlighted in Red



PLAN REVISIONS	
NO.	DATE

PALMETTO HALL SUBDIVISION
HILTON HEAD ISLAND
BEAUFORT COUNTY, SC
CAROLINA ENGINEERING CONSULTANTS, INC.
 P.O. BOX 204
 BEAUFORT, SC 29508
 WWW.CAROLINAENGINEERING.COM
 843.232.0564 (PA)

PROJECT: 2045
 DATE: 02/22/18
 REVISED: 02/22/18
 DRAWN BY: FLB
 ENGINEER: FLB
 SCALE: 1"=50'

STREET NAME
 EXHIBIT
1
 OF 1

STDV-0546-2018, 140 Fish Haul Road
Attachment C - Narrative

**STREET NARRATIVE
FOR PALMETTO HALL SUBDIVISION
TOWN OF HILTON HEAD
JOB NO. 2045**

STREET NAME: MANGROVE COURT

A Mangrove Plant is a local aquatic shoreline plant that stabilizes the shoreline preventing erosion while providing a habitat for wildlife.



**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
NEW STREET NAME**

Case #:	Name of Project:	Public Hearing Date:
STDV-0706-2018	USCB Street Naming	April 4, 2018

Parcel Data or Location:	Applicant/Agent
R552 015 000 0154 0000 21 Office Park Road	Lynn McGee, USCB 1 University Boulevard, Hargray 259 Bluffton, SC 29909

Application Summary:
Lynn McGee, a representative of USCB, proposes to name a new street Sand Shark Drive. This street will be the main roadway in the new USCB-Hilton Head Island campus.

Staff Recommendation:
Staff recommends the Planning Commission **approve** the Sand Shark Drive street name application based on the review criterion outlined in Land Management Ordinance Section 16-2-103.O.4 and enclosed herein.

Background:
The subject street is the only street on the new USCB campus, which currently addressed at 21 Office Park Road. The applicant is proposing to name the street Sand Shark Drive. The sand shark is the mascot of USCB and it is found in the waters off of Hilton Head Island.
Beaufort County Dispatch and the Town Fire Rescue Dispatch have both determined Sand Shark Drive meets their standards for new street names.

As set forth in LMO Section 16-2-103.O.3.d, Decision-Making Body Review and Decision, the Commission shall hold a public hearing and make a final decision on the application based on the standards in LMO Section 16-2-103.O.4, Street/Vehicular Access Easement Review Standards.

Summary of Facts and Conclusion of Law:

Criteria A: No new street or vehicular access easement, or proposed modification of the name of an existing street or vehicular access easement, shall duplicate, be phonetically similar to, or in any way be likely to be confused with an existing street or vehicular access easement, despite of the use of prefixes or suffixes. (LMO Section 16-2-103.O.4.a).

Findings of Fact:

- Town staff, Town Fire Rescue Dispatch, and Beaufort County Dispatch have determined Sand Shark Drive is not duplicated within the Town or Beaufort County.
- Town staff, Town Fire Rescue Dispatch, and Beaufort County Dispatch have determined Sand Shark Drive is not phonetically similar to an existing street or vehicular access easement.
- Town staff, Town Fire Rescue Dispatch, and Beaufort County Dispatch have determined Sand Shark Drive will not likely be confused with an existing street or vehicular access easement.

Conclusion of Law:

- This application **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law:

Criteria B: Names shall be simple, logical, easy to read and pronounce, and are clear and brief. Use of frivolous or complicated words or unconventional spellings in names shall not be approved. (LMO Section 16-2-103.O.4.b).

Findings of Fact:

- Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Sand Shark Drive is simple, logical, easy to read and pronounce.
- Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Sand Shark Drive is clear and brief.
- Town staff, Fire Rescue Dispatch, and Beaufort County Dispatch determined Sand Shark Drive does not include frivolous or complicated words or unconventional spelling.

Conclusion of Law:

- This application **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law:

Criteria C: It is desirable to use names that have some association with Hilton Head Island and specifically with the immediate location of the street or place, such as reference to local history or physiographic features. (LMO Section 16-2-103.O.4.c).

Findings of Fact:

- Sand Shark Drive is associated with the lowcountry environment.
- Sand sharks are found in the Atlantic, off the coast of Hilton Head Island.

Conclusion of Law:

- This application meets the requirements of this criterion.

Summary of Facts and Conclusion of Law:

Criteria D: Use of a common theme is recommended for names of streets that are associated with one another, such as those within a residential development. (LMO Section 16-2-103.O.4.d).

Finding of Fact:

- Sand Shark Drive is the only street in the development.

Conclusion of Law:

- This criterion does not apply to this application.

Summary of Facts and Conclusion of Law:

Criteria E: Streets or vehicular access easements that continue through an intersection should generally bear the same name, except where the street crosses a major arterial or where existing address points on a street require that the street given a different name. (LMO Section 16-2-103.O.4.e).

Findings of Fact:

- The access easement continues through an intersection with an unnamed driveway.
- The access easement will bear the name Sand Shark Drive on both sides of the intersection.

Conclusion of Law:

- This application meets the requirements of this criterion.

Summary of Facts and Conclusion of Law:

Criteria F: A street or vehicular access easement making an approximate right-angle turn where there is no possibility of extending the street or vehicular access easement in either direction shall be considered to be continuous and continue the same name. Where there is a choice of direction or a possibility of extending either section in the future, such configuration shall be considered to be an intersection and the street/easement segments extending from the intersection shall bear different names. (LMO Section 16-2-103.O.4.f).

Finding of Fact:

- If the roadway is extended, the extension will have a different name.

Conclusion of Law:

- This application meets the requirements of this criterion.

Summary of Facts and Conclusion of Law:

Criteria G. New or modified street names should generally use Drive, Lane, Place, Road, Street, or Way as suffixes. The following street designations should only be used if the

street design meets one of the following descriptions. This list is not intended to limit the use of other appropriate suffixes.

1. *Alley – A street providing vehicular access to the rear of lots or buildings, usually as a secondary means of access to a property.*
2. *Avenue – A street that is continuous.*
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4. *Circle – A street with a complete loop on the end or a side street that intersects another street at two adjacent intersections.*
5. *Court – A street terminating in a cul-de-sac, not longer than 1,000 feet in length.*
6. *Extension – A section of street forming an additional length.*
7. *Parkway – A street designated as a collector or arterial road, with a landscaped median reflecting the parkway character implied in the name.*

(LMO Section 16-2-103.O.4.g).

Findings of Fact:

- The proposed name is Sand Shark Drive.
- Drive is a preferred suffix for new street names.

Conclusion of Law:

- This application **meets the requirements** of this criterion.

Summary of Facts and Conclusion of Law:

Criteria H. The suffixes Manor, Trace, and Common shall typically be used to name vehicular access easements. (LMO Section 16-2-103.O.4.h).

Findings of Fact:

- The subject roadway, Sand Shark Drive, is an access easement.
- Though the suffixes Manor, Trace, and Common are typically used to name access easements, the suffix Drive is not prohibited.

Conclusion of Law:

- This application **meets the requirements** of this criterion.

Summary of Facts and Conclusions of Law:

Criteria I. Where natural barriers, intervening land uses, or developments that break an existing street into two separate streets that are not likely to be reconnected in the future, the streets shall be named in a manner that considers the potential economic impact of the number of address points and type of addresses impacted. (LMO Section 16-2-103.O.4.i).

Finding of Fact:

- The existing roadway is not broken into two separate streets.

Conclusion of Law:

- **This criterion does not apply** to this application.

PREPARED BY:

AC

Anne Cyran, *AICP*
Senior Planner

March 28, 2018

DATE

REVIEWED BY:

CJ-G

Cathy Jones-Gooding
Communications Manager

March 28, 2018

DATE

REVIEWED BY:

AC

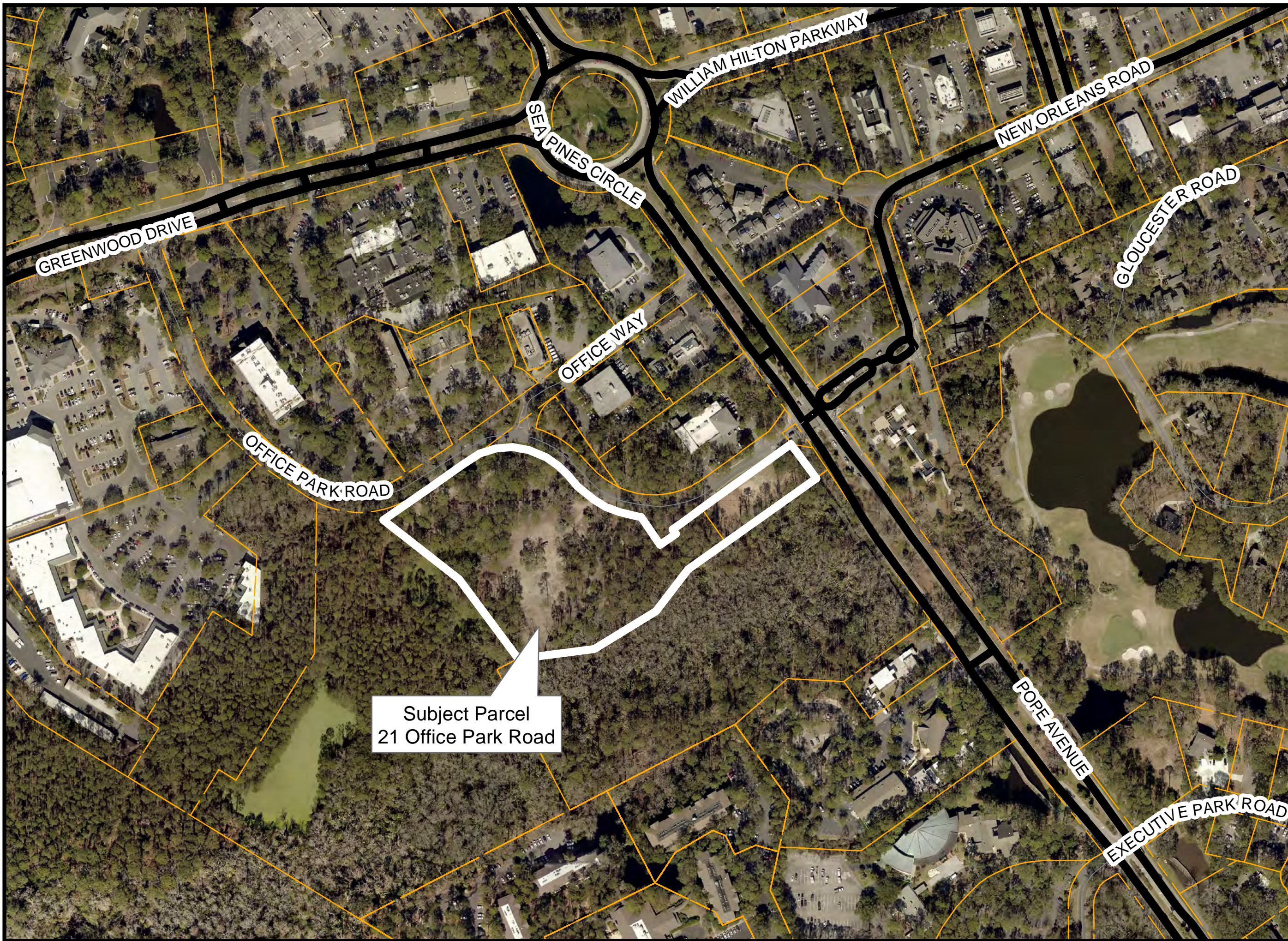
Anne Cyran, *AICP*
Planning Commission Coordinator &
Senior Planner

March 28, 2018

DATE

ATTACHMENTS:

- A) Location Map
- B) Site Plan
- C) Narrative



STDV-0706-2018

USCB Street Naming

1 inch = 233 feet



Staff Report Attachment A Location Map

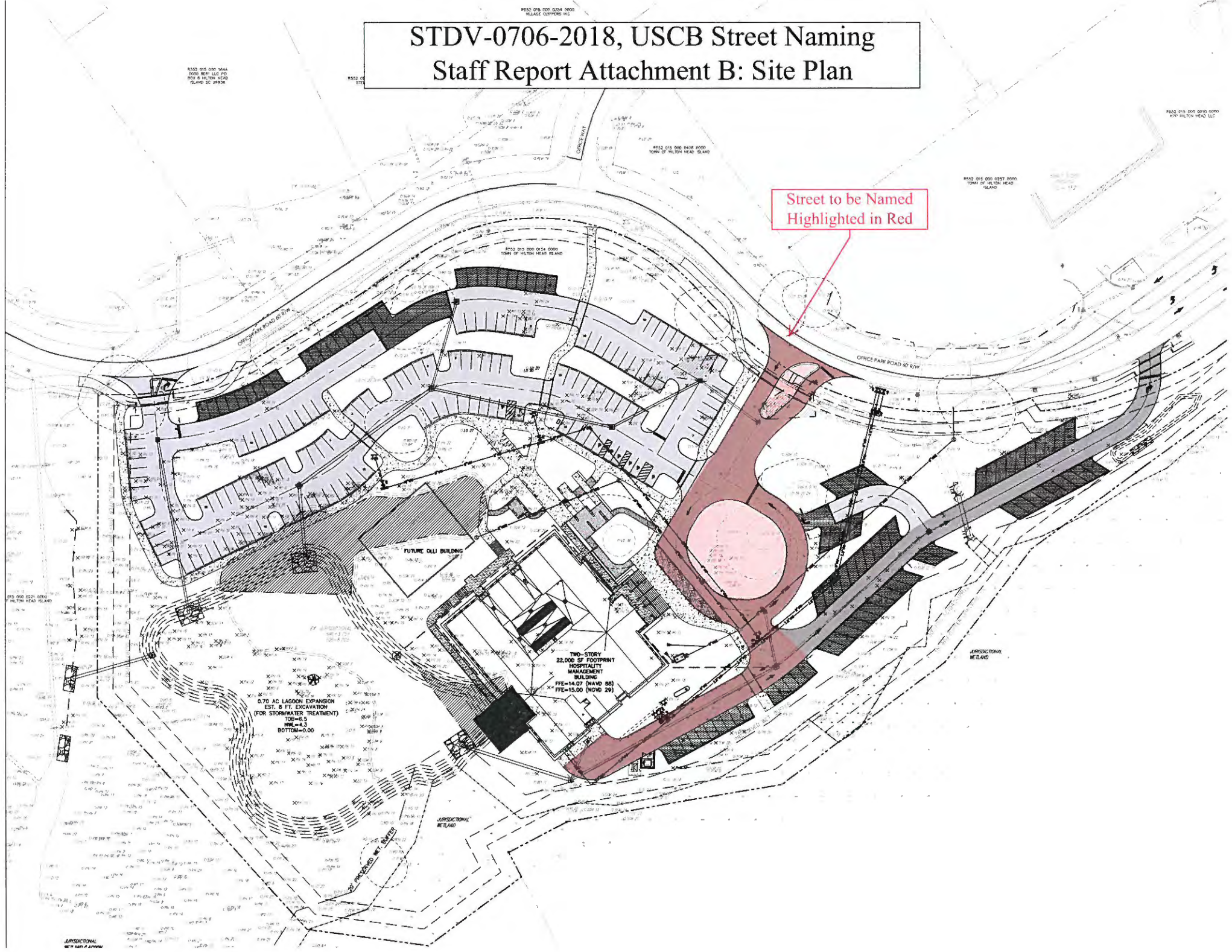
Subject Parcel
21 Office Park Road

TOWN OF HILTON HEAD ISLAND

ONE TOWN CENTER COURT
HILTON HEAD ISLAND, S.C. 29928
PHONE (843) 341- 4600

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STDV-0706-2018, USCB Street Naming Staff Report Attachment B: Site Plan



STDV-0706-2018, USCB Street Naming
Staff Report Attachment C: Narrative

Written Narrative: Application for naming street entering the University of South Carolina Beaufort campus on Hilton Head Island, SC.

The University of South Carolina proposes to name the only street internal to its campus by referring to the name of its mascot, the Sand Shark. The mascot name was chosen via a community survey and then a community-led mascot community. The goals of the name selection were as follows:

- Unique in higher education.
- Strong for Athletics
- Resonates with citizens of the Lowcountry.

The term “sand shark” conveys the university’s access to water and the importance of protecting our pristine marshes and waterways. Sharks are very high in the food chain; they survive because the marshes are protected and pristine...as those marshes provide the food for the lower levels of the ocean food chain. Shark research is conducted off Hilton Head Island by international, national and local groups.

This names “Sand Shark Drive” or “Sand Shark Way” is consistent with the Hilton Head Island Land Management Ordinance, which encourages the naming of streets to “have some association with Hilton Head Island ... such as a reference to local history or physiographic features” or reference to “South Carolina, the Lowcountry, Hilton Head Island...” At the same time, it offers an energetic, spirit building connection to the university.

memo

TO: Planning Commission
VIA: Bryan Hughes, Chairman CIP Committee
FROM: Scott Liggett, PE, Dir. Public Projects & Facilities
DATE: March 26, 2018
SUBJECT: CIP Committee Meeting Report

The Capital Improvements Program (CIP) Committee met on March 7, 2018 and March 21, 2018 to review the proposed Fiscal Year 2019 Capital Improvement Program. The attached document reflects the recommendations of the Committee.

It is the Planning Commission's duty to prepare "an annual listing of priority projects for consideration by the Town Council prior to their preparation of the capital budget." For your consideration and our discussion, please refer to the attached draft, working document entitled: *Fiscal Year 2019 - Proposed Priority Projects*. Edits to this project list may be required based on the recommendations of the Commission.

As was discussed in detail during Committee Meetings, a significant number of previously established priority projects are funded and under construction or soon will be. While they are not yet "complete", continued identification of these projects in the context of the above duty, seems unnecessary. As such, the projects listed below are not on included in the committee's recommended list.

- US 278 – B (William Hilton Parkway) pathway segment, Shelter Cove Plaza to Beaufort County Sheriff's Office.
- Office Park Road Intersection Improvements
- Extension of Lagoon Road
- Reconstruction of Nassau Street
- South Forest Beach Drive Improvements – Coligny Circle to Beach Park
- USCB Hospitality Management Program Building

The Committee recommending the numerical priority within each project category as listed.

The Town Council will conduct their annual budget deliberations in May 2018. I propose and request that the committee's CIP recommendations be presented to the Planning Commission at the April 4, 2018 meeting. Anticipating no significant changes, the recommended CIP priorities once approved, would then go the Town Council for their consideration.

cc: Town Council
Stephen G. Riley, CM, Town Manager
Scott Liggett, Director of Public Projects & Facilities
John Troyer, Director of Finance
Charles Cousins, Director of Community Development
Chief Brad Tadlock, Fire & Rescue Department
Jeff Buckalew, Town Engineer
Shawn Colin, Deputy Director of Community Development

Fiscal Year 2019 – Proposed Priority Projects

Post Committee – March 21, 2018

Numerical ranking provided within each project category

A. Pathways

1. Pathways Accessibility and Safety Enhancement Projects – Shelter Cove Corridor in particular
2. Shelter Cove Lane (William Hilton Parkway to Shelter Cove Park (survey and concept development)
3. Main Street (Whooping Crane Way to Wilborn Road) – (survey and concept development)
4. US 278 – B (William Hilton Parkway) Shelter Cove Lane to Mathews Drive-north - (design, construction)
5. Boggy Gut Pathway – Connecting Woodhaven Drive to Office Park Road (survey and design)
6. Lagoon Road Pathway (survey and design)

B. Roadway Improvements

1. William Hilton Parkway Improvements - Jenkins Island to Squire Pope Road
2. Intersection Improvements at Shelter Cove Town Center including pedestrian crosswalks - (FY 16 Funding for survey, concept development and design)
3. Dirt Road Paving (CDBG) – Murray Avenue
4. Dirt Road Paving (RUF) – Alice Perry Lane, Mitchellville Lane, Pinefield Road
5. Pope Avenue Resurfacing (including crosswalk improvements at Shipyard/Cordillo per Circle to Circle recommendation)

C. Park Development

1. Cordillo Tennis Courts – reconstruction of courts, plus pro shop building with storage

D. Existing Facilities & Infrastructure

1. Fire Station #2 Replacement – (construction including temp quarters)
2. Town Hall Remodeling- (construction)

E. New Facilities

1. Coligny Area Improvements – parking improvements, park/playground/performance shell, children’s museum - (construction)
2. Sewer Expansion Projects Year 3 – Gumtree Road, Squire Pope Road, Stoney Area
3. Fire Hydrant Expansion Projects
4. Emergency Operations Center Assessment (concept exploration and alternatives analysis)
5. Fuel Truck Shed

F. Beach Maintenance

1. Beach Management and Monitoring – (survey, data collection)

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Previously Reviewed Applications and Documents

Public Project Review Applications	Status
<p><u>PPR-002706-2017 Jenkins Island Road Widening Project:</u> Application from Beaufort County for a project to widen US 278 to six lanes from the eastern foot of the J. Wilton Graves bridge to the western end of the causeway connecting Jenkins Island to Hilton Head Island. The project includes: the complete closure of two median crossovers; partial closure of one median crossover; installation of two traffic signals; construction of a new median crossover; and construction of pavement bulb-outs for U-turns.</p>	<p><u>Public Hearing</u> February 7, 2018 Approved 6-1-0</p> <p><u>Town Council</u> February 20, 2018 Approved 6-1-0</p>

Street Naming & Street Name Modification	Status
<p><u>STDV-2524-2017 Bradley Circle Street Renaming:</u> Proposal to rename the street Oceanside Cove.</p>	<p><u>Public Hearing</u> January 17, 2018 Denied 9-0-0</p>
<p><u>STDV-0051-2018 618 Spanish Wells Road Street Naming:</u> Proposal to name a new street Pink Sand Lane.</p>	<p><u>Meeting</u> February 7, 2018 Approved 5-0-0</p>

Annual Traffic Report	Status
<p>Darrin Shoemaker presented an in-depth description of the 2017 Traffic Monitoring and Evaluation Report.</p> <p>On February 21, 2018, a memo was sent to Town Council with Planning Commission's recommendations.</p>	<p><u>Approved with Recommendations</u> February 7, 2018 5-0-2</p>

Subdivision Applications	Status
<p><u>SUB-000723-2014 Silver Moss Subdivision:</u> 48 single family lots located off Spanish Wells Road</p>	<p><u>Certificate of Compliance</u> August 18, 2015 21 building permits issued.</p>
<p><u>SUB-000986-2014 Salt Creek Landing:</u> 39 single family lots located off Spanish Wells Road.</p>	<p><u>Certificate of Compliance</u> June 2, 2016 25 building permits issued.</p>
<p><u>SUB-001864-2015 Beach City Place:</u> 43 single family lots located off Beach City Road.</p>	<p><u>Certificate of Compliance</u> June 6, 2017</p>

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	29 building permits issued.
SUB-001867-2015 Magnolia Place: 26 single family lots located off Leg-O-Mutton Road.	<u>Certificate of Compliance</u> April 27, 2017 All buildings under construction.
SUB-000116-2016 Tansyleaf: 42 single family lots located off Spanish Wells Road.	<u>Certificate of Compliance (Phase 1)</u> August 15, 2016 10 building permits issued.
SUB-000273-2016 Beach City Commons: 7 single family lots located at 206 Beach City Road.	<u>Notice of Action</u> October 16, 2017 Site work under construction.
SUB-001759-2016 The Marshes at Broad Creek: 23 single family lots located off Marshland Road.	<u>Under Review</u>
SUB-000291-2017 Hudson Property: 3 single family lots at 307 & 311 Gumtree Road.	<u>Under Review</u>
SUB-002253-2017 618 Spanish Wells Road: 12 duplex lots and 1 single family lot located at 618 Spanish Wells Road.	<u>Under Review</u>
SUB-002748-2017 The Glen Phase II: 16 single family lots located off Alex Patterson Road. (Habitat for Humanity project).	<u>Under Review</u>

Zoning Map Amendments	Status
ZA-002505-2017 Merrill Gardens: Request from Judd Carstens, with Witmer Jones Keefer LTD., to amend the Official Zoning Map by changing the zoning designation of the property located at 71 Shelter Cove Lane from LC (Light Commercial) to the PD-1 (Planned Development Mixed-Use) Zoning District, specifically the Palmetto Dunes Resort Master Plan. This rezoning would allow an increase in the density and height standards. This rezoning would identify the use assigned to the property as an assisted living facility on the master plan. The subject parcel is identified as Beaufort County Tax Map 12C, Parcel 1.	<u>Withdrawn</u> This application was withdrawn before the January 17, 2018 meeting.
ZA-000266-2018 154 Beach City Road: Request from the Town of Hilton Head Island to rezone R510 004 000 0344 0000 (154 Beach City Road) from LC (Light Commercial) to PD1 (Planned Development Mixed Use), specifically the Palmetto Hall Master Plan. The effect of this rezoning will be to change the allowable uses, density, height, and impervious coverage requirements.	<u>Approved</u> March 7, 2018 7-0-0

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Miscellaneous	Status
Staff presented an update on the Circle to Circle Ad Hoc Committee Recommendations, including: food trucks at mid-island beaches; a golf cart shuttle serving Burkes Beach Access; signs for north beaches; pavement marking and signs to improve traffic flow around Sea Pines Circle; and the trolley service.	<u>Presented</u> February 21, 2018

Ongoing Capital Improvement Projects

Pathways	Status
South Forest Beach (SFB) from Coligny Circle to Tanglewood and Tanglewood from SFB to Cordillo.	On hold.

Roadway Improvements	Status
Office Park/Pope/New Orleans Intersection – USCB Roadway Improvements	<ul style="list-style-type: none"> • Under construction. • Anticipated completion June 2018.
Coligny Road Projects: <ul style="list-style-type: none"> • Lagoon/Pope Intersection • Nassau Extension 	On hold.
Mast Arm – William Hilton Parkway and Pembroke Road	<ul style="list-style-type: none"> • SCDOT permit pending. • Anticipated start of construction winter 2017.

Park Development	Status
Island Recreation Center Expansion	<ul style="list-style-type: none"> • Under construction. • Target completion Mid-2018.

Existing Facilities and Infrastructure	Status
Fire Station #2	On hold.

New Facilities and Infrastructure	Status
F&R Computer Systems Upgrades	Ongoing.

Beach Maintenance	Status
Dune Refurbishment	<ul style="list-style-type: none"> • Contract for fence installation awarded.

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	<ul style="list-style-type: none">• Installing plants.• Target completion May 2018.
Beach Renourishment	<ul style="list-style-type: none">• Tilling renourished areas.• Target completion May 2018.