



**Town of Hilton Head Island**  
**Regular Planning Commission Meeting**  
**Wednesday, November 16, 2011**  
**3:00 p.m. Benjamin M. Racusin Council Chambers**  
**AGENDA**

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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 mailed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
- 5. Approval of Agenda**
- 6. Approval of Minutes - Planning Commission Meeting November 2, 2011**
- 7. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 8. Unfinished Business**  
None
- 9. New Business**
  - Public Hearing**  
**PPR110004** – Application for Public Project Review from the South Carolina Department of Transportation to replace the bridge over Jarvis Creek on Spanish Wells Road. The replacement bridge will be constructed with a new alignment that will shift the roadway to the west of the existing bridge. *Presented by: Jayme Lopko*
  - Public Hearing**  
**PPR110005**– Application for Public Project Review from the Town of Hilton Head Island to construct a multi-use pathway along William Hilton Parkway from Long Cove Drive to The Village of Wexford and along Wexford Drive from William Hilton Parkway toward the Wexford roundabout. Also included are new signalized pedestrian crossings and median refuges on William Hilton Parkway at New Orleans Road/The Village at Wexford and at Shipyard Dr./Wexford Dr., and a right turn lane on William Hilton Parkway to serve New Orleans Road. *Presented by: Shea Farrar*
- 10. Commission Business**  
Presentation by developers of Shelter Cove Mall regarding future redevelopment
- 11. Chairman's Report**
- 12. Committee Reports**
- 13. Staff Reports**

## **14. Adjournment**

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

### **\* Upcoming Planning Commission Meetings**

1. LMO Rewrite Committee – November 17, 2011 at 1:00pm
2. Regular Planning Commission Meeting – December 7, 2011 at 9am
3. LMO Rewrite Committee – December 8, 2011 at 1:00pm

\* Please refer to the Town's website for complete and up-to-date information on all Town meetings.

1 **TOWN OF HILTON HEAD ISLAND**  
2 **Planning Commission**

3 **Minutes of the Wednesday, November 2, 2011 Meeting**  
4 **9:00a.m. – Benjamin M. Racusin Council Chambers**

**DRAFT**

5  
6  
7 Commissioners Present: Chairman Loretta Warden, Vice Chairman Tom Lennox,  
8 David Bennett, Terry Ennis, Bryan Hughes, Gail Quick and  
9 Charles Young

10  
11 Commissioners Absent: Jack Docherty, Excused

12  
13 Town Council Present: None

14  
15 Town Staff Present: Charles Cousins, Director Community Development Department  
16 Suzanne Brown, Addressing Technician; Shea Farrar, Senior Planner  
17 Scott Liggett, Director of Public Projects & Facilities/Chief Engineer  
18 Shawn Colin, Comprehensive Planning Division Manager  
19 Jill Foster, Deputy Director Community Development Department  
20 Jayme Lopko, Senior Planner & Planning Commission Coordinator  
21 Kathleen Carlin, Secretary & Administrative Assistant  
22  
23

24 **1. Call to Order**

25 **2. Pledge of Allegiance to the Flag**

26 **3. Roll Call**

27 **4. Freedom of Information Act Compliance**

28 Public notification of this meeting has been published, posted, and mailed in compliance  
29 with the Freedom of Information Act and Town of Hilton Head Island requirements.

30 **5. Approval of Agenda**

31 The agenda was **approved** as presented by general consent.

32 **6. Approval of Minutes**

33 The Planning Commission **approved** the minutes of the October 19, 2011 meeting as  
34 presented by general consent.

35 Before moving to the next agenda tem, Chairman Warden stated that Mr. Charles  
36 Cousins would like to address the Planning Commission. Mr. Cousins stated that the  
37 developers for the Shelter Cove Mall would like to present their proposed plan to the  
38 Planning Commission on November 16<sup>th</sup>. This presentation will be for discussion  
39 purposes only, and no action will be taken by the Planning Commission. Presentation  
40 materials for the proposed plan will be provided on November 16<sup>th</sup>.

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

42 None

43 **8. Unfinished Business**

44 None

1     **9. New Business**

2     **A. Public Hearing**

3     **STRNM110002** - Roger Freedman of Broad Creek Marina has requested to modify the  
4     street name Broad Creek Way located on Marshland Road. Properties affected by the  
5     application are Parcels 6, 183, 379, 380, 381, 382, 383, and 384 on Beaufort County Tax  
6     Map 11. The proposed street name is Broad Creek Marina Way. Chairman Warden  
7     opened the public hearing for this application. Chairman Warden then requested that the  
8     staff make their presentation.  
9

10    Ms. Suzanne Brown made the presentation on behalf of staff. Staff recommended that the  
11    Planning Commission *approve* the application for Broad Creek Marina Way Modified  
12    Street Name, STRNM110002, based on the review criteria outlined in the Land  
13    Management Ordinance, the Findings of Fact and Conclusions of Law stated in the staff's  
14    report. The existing street name, Broad Creek Way, was approved by the Planning  
15    Commission on April 6, 2001.  
16

17    The applicant would like to add the word 'Marina' to the name to help define the location.  
18    The street is located adjacent to Broad Creek Marina. When the owner installed the street  
19    name sign, it was posted as Broad Creek Marina Way. The owner would like to make  
20    Broad Creek Marina Way the official street name.  
21

22    Ms. Brown stated that a zip line course and other recreational activities will take place on  
23    this property. With the increase of tourists and residents, adding marina to the street name  
24    will help with locating the business. Currently there is clear signage at the site that will  
25    correlate with the proposed street name of Broad Creek Marina Way. Ms. Brown stated  
26    that the application complies with required Findings of Fact and Conclusions of Law.  
27

28    The Planning Commission and staff discussed the application including the location of the  
29    zip line. Chairman Warden stated that access to the site and to the marina is not clear.  
30    Clarification is needed for reasons of public safety, particularly in the case of an  
31    emergency call. The applicant was not present at the meeting for comments or questions  
32    from the Planning Commission.  
33

34    Following staff's presentation and discussion by the Planning Commission, Chairman  
35    Warden requested public comments and none were received. Chairman Warden then  
36    closed the public hearing for the application. Following final comments by the Planning  
37    Commission, Chairman Warden requested that a motion be made.  
38

39    Commissioner Lennox made a **motion to approve** modified street name application,  
40    STRNM110002 as presented by staff. Commissioner Ennis **seconded** the motion and the  
41    motion **passed** with a vote of 6-1-0. Chairman Warden stated that she is opposed to the  
42    motion because access to the site and to the marina is unclear. Clarification is needed for  
43    reasons of public safety, particularly in the case of an emergency call.  
44

1 **B. Final Draft of the 2012 Goals and Actions suggested for Town Council**

2 Commissioner Ennis, Chairman of the Comprehensive Plan Committee, presented  
3 introductory remarks on behalf of the Committee. Commissioner Ennis then requested  
4 that staff present the Final Draft of the 2012 Goals and Actions suggested for Town  
5 Council.

6 Ms. Shea Farrar made the presentation on behalf of staff. Staff requested that the Planning  
7 Commission review the recommendations from the Comprehensive Plan Committee for  
8 the 2012 Targets for Action and approve a final list of recommendations to forward to  
9 Town Council for inclusion in their 2012 Targets for Action.

10  
11 Ms. Farrar stated that each year Town Council holds an annual retreat for planning the  
12 next calendar year's work efforts or "Targets for Action". This year's retreat is scheduled  
13 December 1<sup>st</sup> through December 3<sup>rd</sup>. Each year the Planning Commission submits their  
14 recommendations to Town Council for their consideration on next year's "Targets for  
15 Action".

16  
17 On September 7, 2011, the Comprehensive Plan Committee identified the process that  
18 would be used to develop these recommendations. The Committee started by reviewing  
19 last year's recommendations and identifying those efforts that need more work.  
20 Additional recommendations could then be added for an updated list.

21  
22 The Comprehensive Plan Committee wanted this year's recommendations to be specific  
23 actions that have measurable results and can be funded and implemented in 2012. The  
24 committee also recognized the opportunity for the Town to work with existing committees  
25 or groups within the Town that are currently working on similar efforts. Following this  
26 meeting, the staff solicited input from various other committees or groups to gain a better  
27 understanding of current efforts and long range goals.

28  
29 The staff then met with Commissioner Ennis (Chairman of the Comprehensive Plan  
30 Committee) and reviewed the information that had been received to date and developed a  
31 preliminary list of recommendations for the committee to consider and refine at its next  
32 meeting.

33  
34 On October 4, 2011, the committee met and reviewed the Draft recommendations, which  
35 included input received from various community groups. The committee worked to  
36 further refine these recommendations. Representatives of these groups attended the  
37 meeting and continued to be heavily involved in drafting the recommendations.

38  
39 The committee met again on October 11<sup>th</sup> and on October 25<sup>th</sup> to continue to refine the  
40 recommendations with the intent of having the full Planning Commission review the  
41 recommendations on November 2<sup>nd</sup>.

42  
43 Ms. Farrar then presented the Recommendations on Targets for Action, Comprehensive  
44 Plan Committee Meeting, DRAFT dated November 1, 2011:  
45  
46

<b>Goal #1: Economic development:</b>	
<b>Key Strategies</b>	<b>Specific Steps for 2012</b>
Charter and create an Economic Development/Redevelopment Authority.	Appoint a citizen based advisory committee to define the work, structure and form of the proposed Authority and recommend to Town Council for action to create within 2012.
Significantly improve Island wide, wireless broadband infrastructure (reference GIC Technology Committee).	Implement an educational program to improve awareness of issues and needs related to telecommunication infrastructure in the community.  Provide location assistance (work with carriers and tower companies.)  Identify targeted areas for Wi-Fi.  Streamline permitting process for approval.
Reduce inventory of vacant and underutilized commercial properties.	Staff verify and refine inventory and assess condition of commercial properties on the Island. Initial indications are that current vacancy rate is around 38% with likely significant dead space.  Propose target areas for redevelopment, repositioning, acquisition.  Design and implement incentive program for property owners.  Emphasize on TIF District areas (expires 12/2014).
Define redevelopment programs and initiatives that will motivate property owners to redevelop their and improve their properties focusing on Shelter Cove, Coligny and other potential anchors.	Charge the Planning Commission to direct LMO Rewrite Committee to include such programs and initiatives in their work.  Planning Commission to monitor the status of Generation I of LMO process change and initiate Generation II of LMO process change.
Define the role of USCB/TCL/Community Knowledge Groups has in workforce education for knowledge based economy.	Assign a small work group to define specific objectives and goals for USCB/TCL/Community Knowledge Groups determine viability of workforce education for the knowledge based economy. Present recommendations to Town Council for action.  Focus on healthcare and hospitality (two largest potential growth segments in the State). Develop database consisting of skill elements important to their business.
Develop a marketing plan to tap currently underserved corporate hospitality business for the Island.	Charge a small workgroup to evaluate Chamber of Commerce marketing plan, including the Heritage Classic Foundation.  Work in tandem with local resources to develop a corporate hospitality marketing plan.  Develop a prospect list of key Fortune 500 companies.

<b>Goal #2: Enhance the Island brand (emphasis on history, environment, recreation, arts and culture, access and quality of life).</b>	
<b>Key Strategies</b>	<b>Specific Steps for 2012</b>
Develop an “Ease of Access to Hilton Head Island Campaign”.	<p>Airport action steps recommendations to be given soon (within 30 days).</p> <p>Provide staff support and review recommendations from joint regional traffic analytical model (LCOG and Beaufort County with interest from Bluffton, Hardeeville, Hampton, Colleton, Jasper). Define 2012 Town schedule for progress report and recommendations.</p>
Create an Island-wide Sustainability Action Plan	<p>Recognize the “<i>Sustainability Advisory Committee</i>” as the citizen based advisory group to research, develop and promote sustainable options, policies and practices that enhance Hilton Head Island’s economic, social, and environmental performance.</p> <p>Conduct a sustainability assessment of the island’s overall environmental impact to establish a baseline for subsequent strategies.</p> <p>Get Step 2 approval for the Audubon Sustainability Program.</p> <p>Develop a commercial recycling program building on the existing residential program.</p>
Take Advantage of options for creating an organization, or set of programs, which positions and promotes HHI as an arts, cultural, environmental and historic destination.	<p>Complete a feasibility study for an “umbrella” (i.e. study community health, wellness, lifestyle, ecology, planning and design) institute.</p> <p>Evaluate the current Town participation with local arts, cultural, environmental and historical non-profits.</p> <p>Interview/survey leaders in local arts, cultural, environmental and historical non-profits to determine likely participation in such an “umbrella” institute.</p>
Develop an affordable housing plan to include land use, economic development and redevelopment.	Task the Comprehensive Plan Committee to outline pragmatic concepts, options available and incorporate into the LMO Rewrite scope.
Make Hilton Head Island both a superior and desirable place to “age in place”.	<p>Using local sources available, inventory all local resources through public, private and faith based organizations which assist residents to “age in place”.</p> <p>Research potential funding (Lt. Governor’s Office/LCOG Area Agency) to develop and maintain a comprehensive list of resources available to residents.</p>

1 The Planning Commission discussed a number of recommended changes to the Final Draft  
2 of the 2012 Goals and Actions suggested for Town Council. Following final discussion by  
3 the Planning Commission, Chairman Warden requested that a motion be made for  
4 approval of the Final Draft of the 2012 Goals and Actions suggested for Town Council  
5 and to forward this document to Town Council with the modifications made at today's  
6 meeting.

7  
8 Commissioner Ennis made the **motion** to approve and forward the Final Draft of the 2012  
9 Goals and Actions suggested for Town Council with the changes discussed at today's  
10 meeting. Commission Quick **seconded** the motion. The Commission will make any  
11 final comments via email, and the final draft will be approved by email before sending the  
12 final document to Town Council. The motion **passed** with a vote of 7-0-0.

### 13 C. Capital Improvement Projects (CIP) Fiscal Year 2013 – Proposed Priority Projects

14 Commissioner Lennox, Chairman of the CIP Committee, presented introductory  
15 statements on behalf of the committee. The Capital Improvements Program (CIP)  
16 Committee met on September 22<sup>nd</sup> and October 13<sup>th</sup> to review the proposed Fiscal Year  
17 2013 Capital Improvement Program. Following these opening statements, Commissioner  
18 Lennox requested that the staff make their presentation.

19 Mr. Liggett presented an in-depth review of the following documents which reflect the  
20 recommendations of the CIP Committee. Of particular interest was the manner in which  
21 projects within the CIP are prioritized. Staff proposed to re-examine the projects within  
22 the Pathways and Roadway Improvements categories and apply a ranking system which  
23 considers Public Safety, Legal Requirements / Obligations, Economic Benefit,  
24 Environmental Enhancements /Impacts and Relativity to other projects and initiatives and  
25 provides a score for each project. The results of this methodology are reflected in the FY  
26 13 proposal.

27  
28 Mr. Liggett stated that the CIP Committee has identified several projects that it believes  
29 should be deferred and moved further out in consideration, or de-emphasized and placed  
30 on the Capital Needs Assessment Program. These projects are:

31  
32 **Jonesville Road Pathway** - de-emphasis of this project and removal from the CIP and  
33 placement on the Capital Needs Assessment Program List (CNAP).

34  
35 **Stoney Secondary Road- South, Spanish Wells Road to Kirby Lane** – deferment of this  
36 project with funding proposed for FY 2015 (delay 1 year).

37  
38 **Summit Drive Realignment** - de-emphasis of this project and removal from the CIP and  
39 placement on the Capital Needs Assessment Program List (CNAP).

40  
41 **Law Enforcement Center** - de-emphasis of this project and removal from the CIP and  
42 placement on the Capital Needs Assessment Program List (CNAP).

43  
44 Mr. Liggett then reviewed the following document:  
45  
46  
47

**Fiscal Year 2013 – Proposed Priority Projects**  
**(Top priority projects in bold)**

**A. Pathways**

- Pathway Rehabilitation
- **US 278 – B (William Hilton Parkway) Wexford Circle to Fresh Market Shoppes**
- Leg O’Mutton Road - construction
- **US 278 – B (William Hilton Parkway) Fresh Market Shoppes to Shelter Cove/Chaplin - design**
- US 278 – B (William Hilton Parkway) Shelter Cove/Chaplin to Mathews Drive-north - design

**B. Roadway Improvements**

- a. Mainland Transportation Improvement (previous obligation by Town Council)
- b. Leamington / Fresh Market Shoppes Intersection Improvements - construction**
- c. Traffic Signal Mast Arms
  - 1. Leamington / Fresh Market Shoppes
  - 2. WHP @ Pembroke Drive
- d. Fire Rescue Emergency Access Points
  - 1. Palmetto Dunes @ Swing About
- e. Private Dirt Roads Acquisition
- f. Directional / Neighborhood Signage (new post mounted street signs)
- g. Intersection Crosswalk Lighting
- h. US 278 Gateway Improvements at Windmill Harbour**
- i. Stoney Secondary Road – South
- j. Roadway Safety Improvements –
  - 1. WHP Median Turn Lane at Yacht Cove Drive
  - 2. WHP / Jenkins Road right turn lane
- k. Lemoyne Road Reconstruction and Extension - design

**C. Park Development**

- a. Town Parks Upgrades / Island Recreation Association CIP Requests, Annual Park and Equipment Upgrade
  - 1. Chaplin Park Tennis Courts
  - 2. Driessen Beach Park Boardwalk Expansion
  - 3. Chaplin Park – small picnic shelters (4)
- b. Island Recreation Center Enhancements – pending action by Council**
- c. Rowing and Sailing Center
- d. Chaplin Linear Park with Boardwalk**
- e. Seniors’ Center – pending action by Council
- f. Yacht Cove Community Park
- g. Collier Beach Park

**D. Existing Facilities & Infrastructure**

- a. Rehabilitation and Renovation of Fixed Capital Assets
- b. Clean-up, safety and demolition of structures on Town Property /Unsafe structures ordinance demolition

- 1 c. Apparatus and Vehicle Replacement
- 2 **d. Fire Station #2 Replacement**
- 3 e. Surveillance Cameras at Town Property
- 4 f. Town Hall Renovations (space needs study implementation)

5

6 **E. New Facilities**

7

- 8 • Sewer Service Projects
  - 9 1. Jarvis Creek Park Area
  - 10 2. Islanders Beach Park Area
- 11 • Dispatch Center Equipment Upgrade
- 12 • Fire / Medical Systems and Equipment Replacement
- 13 • Public Safety Systems Equipment Upgrade
- 14 • Mobile Computing AVL Upgrade
- 15 • **Community Development Permitting Software Replacement**
- 16 • **Coligny Area Improvements - Phase II**

17

18 **F. Beach Maintenance**

19

- 20 **a. Beach Management and Monitoring**
  - 21 b. Beach Parks Access Rehabilitation
  - 22 c. Dune Refurbishment / Maintenance
- 23

24 Following staff's presentation and discussion by the Planning Commission, Chairman  
25 Warden requested that a motion be made to approve and forward the CIP presentation to  
26 Town Council for their consideration.

27

28 Commissioner Lennox made the **motion** to **approve** and forward the CIP presentation to  
29 Town Council for their consideration. Commissioner Hughes **seconded** the motion and  
30 the motion **passed** with a vote of 7-0-0.

31

32 **10. Commission Business**

33 None

34 **11. Chairman's Report**

35 Chairman Warden stated that she attended a Quarterly Meeting with the Mayor.

36

37 **12. Committee Reports**

38 Commissioner Quick and staff discussed potential plans for the next LMO Committee  
39 meeting.

40 **13. Staff Reports**

41 Mrs. Lopko stated that a Webcast will be provided on Friday, November 4<sup>th</sup>.

42 **14. Adjournment**

43 The meeting was adjourned at 10:45am.

44

45 Submitted By:

Approved By:

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3  
4  
5  
6  
7

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Kathleen Carlin  
Administrative Assistant

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Loretta Warden  
Chairman

DRAFT



## 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 PUBLIC PROJECT REVIEW

Case #	Name of Project	Public Hearing Date
PPR110004	Spanish Wells Bridge	November 16, 2011

Parcel Data and Location	Applicant
Spanish Wells Road between Humane Way and Thomas Cohen Drive	Alan Matienzo South Carolina Dept. of Transportation (SCDOT) 955 Park Street Columbia, SC 29201

#### Application Summary

Application for Public Project Review from the South Carolina Department of Transportation (SCDOT) to replace the bridge over Jarvis Creek on Spanish Wells Road. The replacement bridge will be constructed with a new alignment that will shift the roadway to the east of the existing bridge.

#### Staff Recommendation

**Staff recommends that the Planning Commission find this application to be compatible with the Town's Comprehensive Plan for location character and extent based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed herein.**

#### Background:

The SCDOT Commission has approved the replacement of the Spanish Wells bridge over Jarvis Creek due to its structural deficiency in order to maintain a safe and efficient highway system.

A public information meeting was held on June 30, 2011 to provide information to the public, gather public comment/input, and allow interaction with SCDOT officials responsible for the development. There were concerns raised about possible natural resource impacts to Jarvis Creek and specimen trees. The applicant has said that every effort will be taken to mitigate any natural resource impacts.

The anticipated schedule for this project is to commence right-of-way acquisition in Winter 2011/2012 while the project is under design and construction would begin in Winter 2012/2013. The project would take approximately 12 to 15 months to complete.

**Description of Project:**

The existing bridge of Jarvis Creek was built in 1955 and has been found to be structurally deficient and nearing the end of its useful life. This project is to replace the existing bridge with an 880 foot long by 43.25 foot wide bridge.

The proposed bridge will include two 12 foot wide lanes with an eight foot wide shoulder and concrete barrier on either side. The proposed bridge will be constructed three feet higher and in a new alignment to the east of the existing bridge.

**Location, Character, and Extent:**

LMO Section 16-3-1201. Applicability and Purpose

*The Planning Commission shall review any new street, structure, utility, square, park, or other public way, grounds or open space or public buildings for any use, whether publicly or privately owned, and make a determination of compatibility with the Comprehensive Plan for **location, character and extent.***

**Summary of Facts and Conclusions of Law:**

**Findings of Fact:**

- o Notice of the Public Project Application was published in the Island Packet on October 9, 2011 as set forth in LMO 16-3-110 and 16-3-111.
- o Notice of the Public Project Application was posted and mailed as set forth in LMO 16-3-110 and 16-3-111.
- o A public hearing will be held on November 16, 2011 as set forth in LMO 16-3-1204A.
- o The Commission has authority to render their decision reached here in LMO Section 16-3-1204.

**Conclusion of Law:**

The Public Project application, notice requirements, and public hearing comply with the legal requirements as set forth in LMO 16-3-110, 16-3-111 and 16-3-1204A.

**Summary of Facts and Conclusions of Law:**

**Findings of Facts:**

The adopted Comprehensive Plan addresses *the **location, character and extent*** of this project in the following areas:

## **Community Facilities Element**

### **Implications for the Comprehensive Plan Zoning**

- The Town should coordinate with the State and County to provide for a safe, efficient and well maintained regional transportation network.

### **Goal 6.3 Transportation Network**

- B. The goal is to have a safe, efficient and well maintained regional and local roadway network.

### **Implementation Strategy 6.3 Transportation Network**

- A. Coordinate with appropriate agencies for the protection and routine maintenance of the bridges and causeways.

## **Transportation Element**

### **Goal 9.1 Road Network**

- A. The goal is to improve the road network by creating safe and convenient access and interconnections to all areas of the Island while protecting community investments, neighborhoods, and the natural environment.
- C. The goal is to maintain all roads on Hilton Head Island to ensure safety and adequate access.

### **Implementation Strategy 9.1 Road Network**

- S. Work with and encourage Beaufort County, the South Carolina DOT, and private road owners to maintain their roadways and associated drainage facilities.
- U. Coordinate with SC DOT and Beaufort County to protect the capital investment in the transportation system through adequate maintenance of facilities and roadways.

### **Conclusions of Law:**

#### **For the Location of the project:**

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Community Facilities and Transportation Elements for the location of this project.
- The location of this bridge provides convenient access to William Hilton Parkway without the need to use the Cross Island Parkway toll road. The replacement of this bridge in a new alignment leaves the current bridge accessible during construction and maintains this interconnection.
- The bridge is located over Jarvis Creek and the construction of the replacement bridge will be done in a manner to minimize the impact to the natural resources in the area.

#### **For the Character of the project:**

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Community Facilities and Transportation Elements for the character of this project.
- The Spanish Wells Bridge over Jarvis Creek is deteriorating and reaching the end of its useful life. Replacing this bridge would meet the goals of the Town to maintain roadways and bridges and to provide safe access to this area of island.

**For the Extent of the project:**

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Community Facilities and Transportation Elements for the extent of this project.
- The existing Spanish Wells Bridge over Jarvis Creek will remain in place and open during construction to minimize impacts to the surrounding neighborhoods. The new bridge will be constructed approximately 37 feet to the east of the existing bridge and will require additional right-of-way acquisition.
- The extent of the project starts at the intersection of Humane Way and Spanish Wells Road and goes to the intersection of Thomas Cohen Drive and Spanish Wells Road. In order to accomplish the bridge re-alignment, Spanish Wells Road and its associated pathways will be shifted to areas outside the exiting right-of-way.

**LMO Official Determination**

**Determination: Staff determines that this application is compatible with the Comprehensive Plan for the location, character, and extent as based on the above Findings of Fact and Conclusions of Law.**

**Planning Commission Determination and Motion:**

**The Planning Commission’s role is to determine if the application is compatible with the Comprehensive Plan for location, character, and extent.**

**PREPARED BY:**

JL  
\_\_\_\_\_  
Jayme Lopko, AICP  
*Senior Planner*

November 2, 2011  
\_\_\_\_\_  
DATE

**REVIEWED BY:**

TBL  
\_\_\_\_\_  
Teri B. Lewis, AICP  
*LMO Official*

November 2, 2011  
\_\_\_\_\_  
DATE

**ATTACHMENTS:**

- A) Applicant’s Narrative
- B) Project Map
- C) Bridge Section
- D) Public Information Handout
- E) Aerial Location Map
- F) Site Map

**BRIDGE REPLACEMENT OVER JARVIS CREEK  
ALONG SPANISH WELLS ROAD (S-79)**

September 23, 2011

Public Project Review Narrative

Planning Commission Date: November 16, 2011 (3pm)

The South Carolina Department of Transportation (SCDOT) plans to replace the bridge over Jarvis Creek, located on S-79 (Spanish Wells Road) within the Town of Hilton Head Island in Beaufort County.

The SCDOT Commission has approved the replacement of this bridge, which is structurally deficient and qualifies for Federal Bridge Replacement Funds. Many of our bridges, like the Jarvis Creek Bridge, are nearing the end of their useful life and are in need of repair or replacement. The purpose of the project is to replace the structurally deficient and functionally obsolete bridge in order to maintain a safe and efficient highway system, as well as provide a safer means of transportation for the traveling public in this area.

The proposed project scope includes the replacement of the existing bridge with a 880-foot long by 43.25 feet wide flat-slab bridge. The bridge is proposed to have two 12'-0" lanes, two eight (8) foot shoulders and two concrete barriers and proposed to be placed on a new alignment (Please see Attachment 1 - Proposed Bridge Layout and Attachment 2 - Proposed Bridge Typical Section for more details). The top of the bridge is proposed to be approximately three (3) feet higher in elevation than the existing bridge. The roadway is proposed to consist of two 12'-0" lanes with eight (8) foot shoulders [two (2) foot paved and six (6) foot unpaved].

Right-of-Way acquisition will be performed in accordance with SCDOT and Federal guidelines once plans are developed to a level to fully depict R/W impacts. The Department plans to contact and coordinate with the Town's attorney and associated personnel once final alignments have been set and right-of-way acquisitions begin.

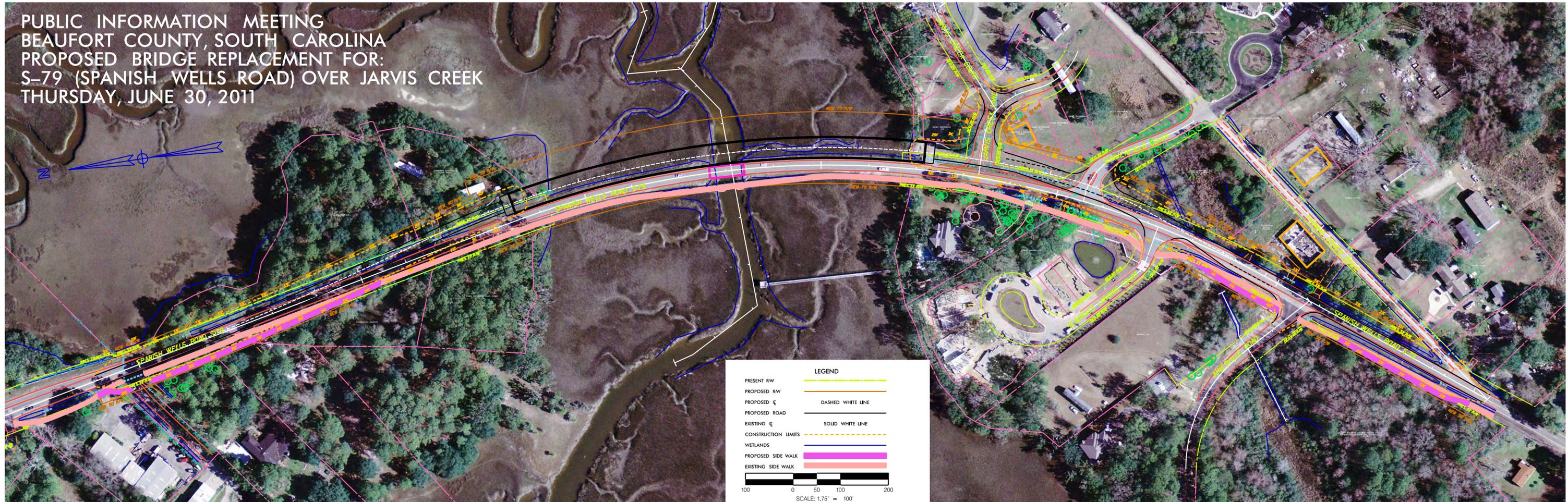
The anticipated project schedule has Preliminary Engineering presently on-going, Right-of-Way Acquisition commencing in Winter, 2012; with construction beginning in Winter, 2013. During construction, SCDOT proposes to keep the bridge open to traffic and maintain reasonable access for property owners adjacent to the project. The estimated construction duration is planned to be approximately 12-15 months.

A Public Information Meeting was held on June 30, 2011, which provided information to the public and allowed interaction with SCDOT officials responsible for its development. This meeting also enabled the Department to receive input from affected property owners and gather information from the public or any interested organization on historic or cultural resources in the area.

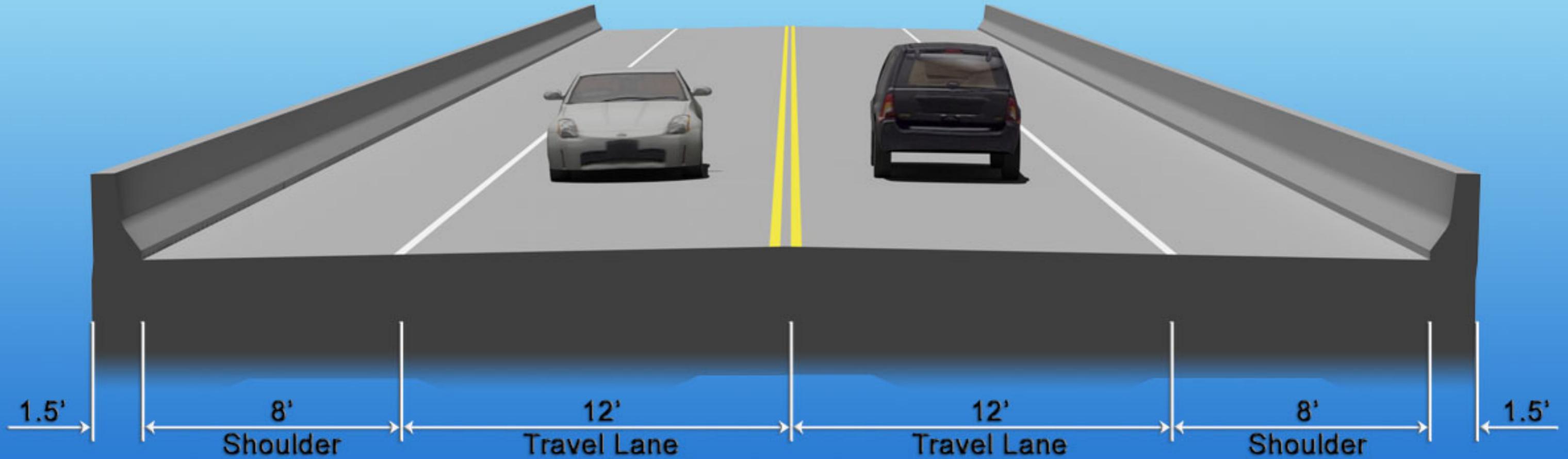
Please see Attachment 3 – Public Information Meeting Handout and Plan Layout for details.

PPR ATTACHMENT MAP

PUBLIC INFORMATION MEETING  
BEAUFORT COUNTY, SOUTH CAROLINA  
PROPOSED BRIDGE REPLACEMENT FOR:  
S-79 (SPANISH WELLS ROAD) OVER JARVIS CREEK  
THURSDAY, JUNE 30, 2011



PUBLIC INFORMATION MEETING  
BEAUFORT COUNTY SOUTH CAROLINA  
PROPOSED BRIDGE REPLACEMENT FOR:  
**S-79 (SPANISH WELLS RD.) OVER JARVIS CREEK**  
TUESDAY, JUNE 30, 2011





# South Carolina Department of Transportation S-79 (Spanish Wells Road) over Jarvis Creek Bridge Replacement, Hilton Head Island Public Information Meeting

Grace Community Church  
Thursday, June 30, 2011 (5pm – 7pm)  
*Brief Presentation @ 6pm*

## Public Information Meeting

The South Carolina Department of Transportation (SCDOT) welcomes you to this public information meeting concerning the proposed bridge replacement along S-79 (Spanish Wells Road) over Jarvis Creek located within the Town of Hilton Head Island, approximately 0.4 miles south of the intersection of US Route 278 (William Hilton Parkway). Due to its substandard structural condition, Jarvis Creek Bridge is in need of replacement in order to maintain a safe and efficient highway system.

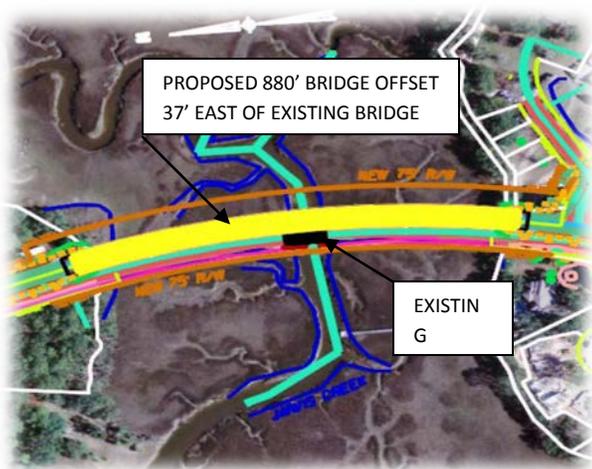
The purpose of this meeting is to provide information to the public and to allow interaction with SCDOT officials responsible for its development. Another purpose of the meeting will be to gather information from the public or any interested organization on historic or cultural resources in the area.

This meeting is being conducted with an open house format with displays showing the area of the project. Please feel free to ask any questions you may have. Your participation will give us an opportunity to evaluate all concerns and ideas of the community.

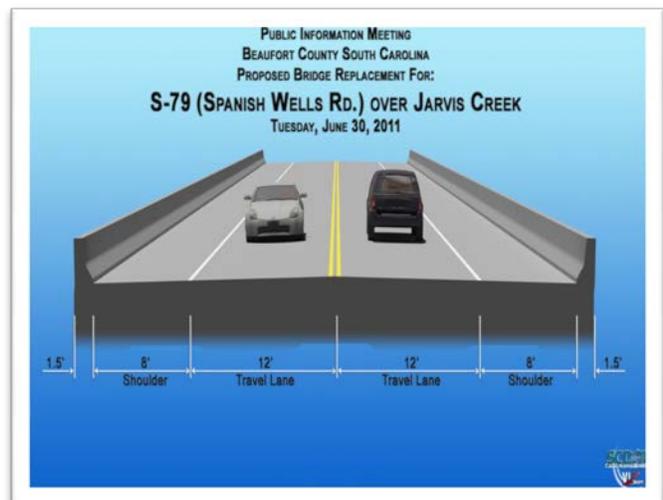
## Project Information

The proposed project scope includes the replacement of the existing bridge with a 880-foot long by 43.25 feet wide flat-slab bridge. The bridge is proposed to have two 12'-0" lanes, two eight (8) foot shoulders and two concrete barriers. The new bridge is proposed to be placed on a new alignment (Please see Proposed Bridge Layout for more details). The top of the bridge is proposed to be approximately three (3) feet higher in elevation than the existing bridge. The roadway is proposed to consist of two 12'-0" lanes with eight (8) foot shoulders [two (2) foot paved and six (6) foot unpaved].

During construction, SCDOT proposes to keep the bridge open to traffic and maintain reasonable access for property owners adjacent to the project. The estimated construction duration is planned to be approximately 12-15 months.



**PROPOSED BRIDGE LAYOUT**



**PROPOSED BRIDGE TYPICAL SECTION**

## Project Status and Path Forward

SCDOT is currently beginning environmental studies and preliminary design on the proposed bridge replacement project. The information gathered from the studies, along with public input will be used to assist SCDOT with selecting and developing the project's final design.

## Anticipated Project Schedule

Right-of-Way Acquisition.....Winter 2012  
Begin Construction.....Winter 2013

## Right-of-Way Procedure

Once the right of way plans are completed, an agent with the Department will be assigned to the project. At times, the SCDOT will contract with an experienced rights of way consultant company to perform the rights of way services. Consultant companies and their agents are regularly monitored by the SCDOT staff. The agent's first job is conducting title research to determine the ownership of each parcel of land shown on the plans. The agent will then contact the property owner to verify the information on ownership and property lines and to explain how construction of the project will affect the property. In some instances SCDOT is allowed by the Federal Highway Administration to make offers based on estimates of fair market value without having an appraisal prepared. If the property value is below the threshold for estimate offers, the agent may present an offer for the needed right of way during the first contact. In the event that the property estimate exceeds the designated threshold, an appraisal will be ordered to establish the offer of just compensation. The acquisition agent will make these offers in writing. If an appraisal is required, the appraiser shall provide an opportunity for the landowner to be present when the property is inspected with the landowner being entitled to a copy of the appraisal.

Details of the right of way acquisition procedures can be found in the brochure "Highways and You," which is available upon request. Relocation benefits are explained in the brochure and consist of moving expenses and replacement housing payments. No person that occupies real property will be required to move from a dwelling, business, or farm without at least 90-days notice of the vacate date. The following is SCDOT's policy on replacement housing:

- The Federal Highway Administration will be given specific written assurance that comparable replacement housing will be available or provided for before the initial written approval or endorsement of any project is requested.
- Construction authorization will not be requested until comparable replacement housing has been made available to all affected persons.

SCDOT acknowledges that all housing must be fair housing and must be offered to all affected persons regardless of their race, color, religion, sex, or national origin.

## Comments

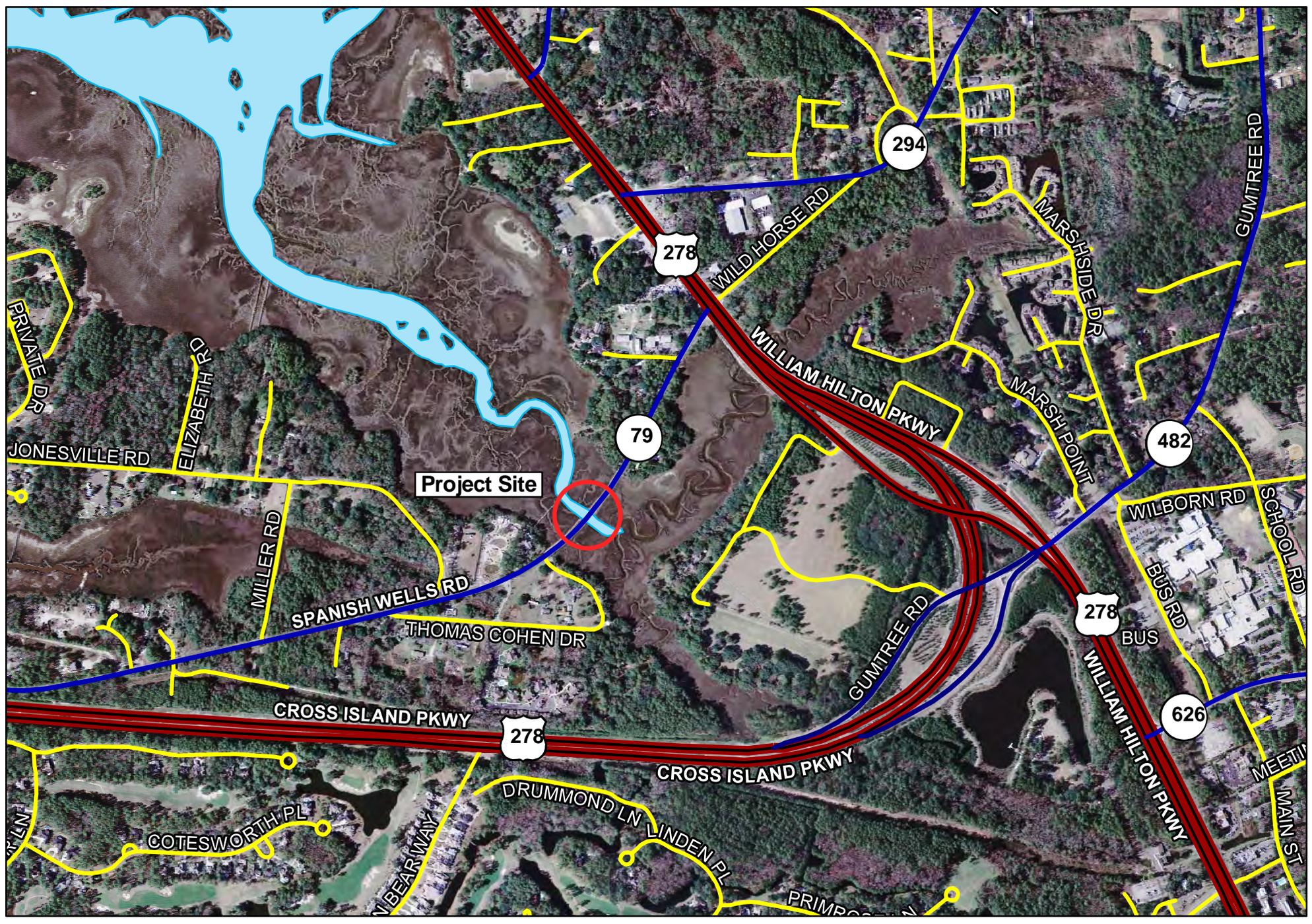
If you would like to make comments on this project, you may do so in two ways:

1. Complete the comment form at the Public Information Meeting and leave it in the comment box provided.
2. Mail your comments to: Alan M. Matienzo, SCDOT Program Manager, PO Box 191, Room 401, Columbia, SC 29202; Facsimile #-(803) 737-9997 ***Please submit comments no later than July 15, 2011.***

## Contact Information

For more information on this project, you may contact Alan M. Matienzo, SCDOT Program Manager, at Office # - (803) 737-1364.





Project Site

79

294

278

482

278

626

278

PRIVATE DR

ELIZABETH DR

JONESVILLE RD

MILLER RD

SPANISH WELLS RD

THOMAS COHEN DR

CROSS ISLAND PKWY

COTESWORTH PL

N BEAR WAY

DRUMMOND LN

LINDEN PL

PRIMROSE LN

WILD HORSE RD

WILLIAM HILTON PKWY

GUMTREE RD

CROSS ISLAND PKWY

MARSHSIDE DR

MARSH POINT

WILBORN RD

BUS RD

WILLIAM HILTON PKWY

GUMTREE RD

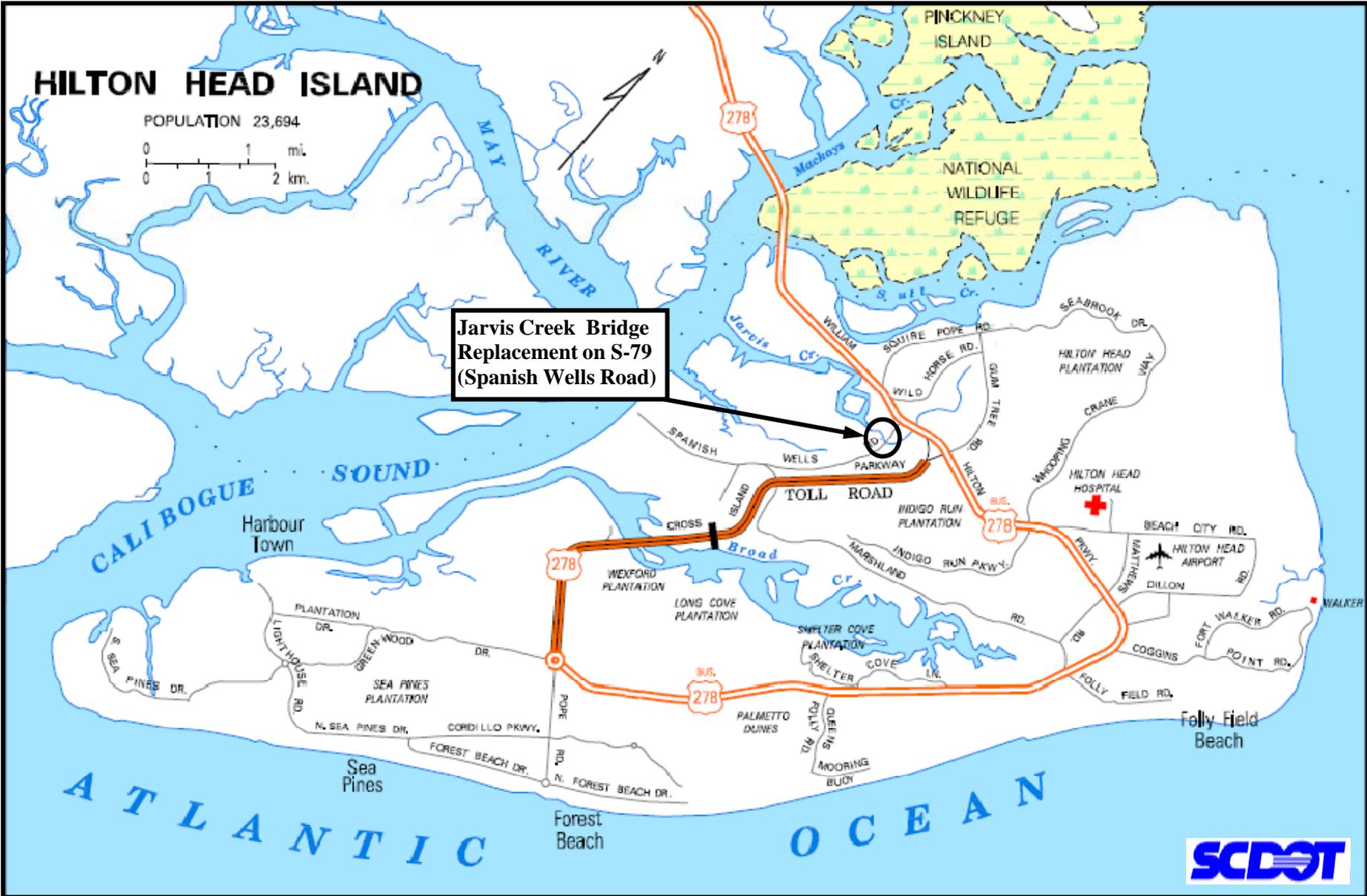
SCHOOL RD

MEETING ST

MAIN ST

**BRIDGE REPLACEMENT**  
**S-79 (Spanish Wells Rd) over Jarvis Creek**  
*Hilton Head Island, Beaufort County*

March, 2010





**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  
PUBLIC PROJECT REVIEW**

Case #	Name of Project	Public Hearing Date
PPR110005	Wexford/Long Cove Pathways and New Orleans turn lane	November 16, 2011

Parcel Data and Location	Applicant
New Pathway from The Shops at Wexford to Long Cove Drive, new pathway along Wexford Drive and new turn lane that will serve New Orleans Road from William Hilton Parkway with intersection improvements.	Jennifer Lyle Town of Hilton Head Island One Town Center Court Hilton Head Island, SC 29928

**Application Summary**

Application for Public Project Review from the Town of Hilton Head Island to construct a multi-use pathways along William Hilton Parkway from Long Cove Drive to The Village of Wexford and along Wexford Drive from William Hilton Parkway toward the Wexford roundabout. Also included are new signalized pedestrian crossings and median refuges on William Hilton Parkway at New Orleans Road/The Village at Wexford and at Shipyard Dr./Wexford Dr., and a right turn lane on William Hilton Parkway to serve New Orleans Road.

**Staff Recommendation**

**Staff recommends that the Planning Commission find this application to be compatible with the Town's Comprehensive Plan for location character and extent based on those Findings of Facts and Conclusions of Law as determined by the LMO Official and enclosed herein.**

**Background:**

The Town of Hilton Head Island has identified the need for an additional multi-purpose pathway connection between The Village at Wexford and Long Cove Drive and along Wexford Drive. This section of pathway will help connect residential areas to nearby commercial uses. Crosswalks will be added at the two signalized intersections at New Orleans Road and Shipyard Drive. Also included in the project is the improvement of the intersection at William Hilton Parkway and New Orleans

Road. A right turn lane from William Hilton Parkway is needed to serve New Orleans Road, which will improve how the intersection functions as well as the general traffic flow of William Hilton Parkway in this area.

**Description of Project:**

The pathways will be designed to match the existing asphalt multi-purpose pathways used by the Town. The path will meander along the roadside and the project will be designed with sensitivity to natural resources. Signalized crosswalks, including pedestrian refuges, will be designed in manner consistent with current standards for these projects.

**Location, Character, and Extent:**

LMO Section 16-3-1201. Applicability and Purpose  
*The Planning Commission shall review any new street, structure, utility, square, park, or other public way, grounds or open space or public buildings for any use, whether publicly or privately owned, and make a determination of compatibility with the Comprehensive Plan for location, character and extent.*

**Summary of Facts and Conclusions of Law:**

**Findings of Fact:**

- Notice of the Public Project Application was published in the Island Packet on October 9, 2011 as set forth in LMO 16-3-110 and 16-3-111.
- Notice of the Public Project Application was posted and mailed as set forth in LMO 16-3-110 and 16-3-111.
- A public hearing is being held on November 16, 2011 as set forth in LMO 16-3-1204A.
- The Commission has authority to render their decision reached here in LMO Section 16-3-1204.

**Conclusion of Law:**

The Public Project application, notice requirements, and public hearing comply with the legal requirements as set forth in LMO 16-3-110, 16-3-111 and 16-3-1204A.

**Summary of Facts and Conclusions of Law:**

**Findings of Facts:**

The adopted Comprehensive Plan addresses *the location, character and extent* of this project in the following areas:

**Community Facilities Element**

**Implementation for the Comprehensive Plan 6.3 – Transportation Network**

The Town needs a comprehensive transportation network composed of roads,

pathways, water and air transportation opportunities that are adequately maintained that meet current standards.

**Implementation for the Comprehensive Plan 6.3 – Transportation Network**

While the Island currently has an extensive pathway network, opportunities to improve pathway connections between destinations that provide additional recreational opportunities and promote alternative means of transportation on the Island should be considered.

**Goal 6.3 – Transportation Network**

- B. The goal is to have a safe, efficient and well maintained regional and local roadway network.
- D. The goal is to have a pathway network that provides for recreational opportunities as well as an alternative means of transportation to and on the Island.

**Implementation Strategy 6.3 – Transportation Network**

- A. Coordinate with the County of Beaufort and the SCDOT (South Carolina Department of Transportation) to implement the recommendations included in the Town’s annual Traffic Monitoring and Evaluation Report and to ensure that high quality maintenance is provided for the Island’s roadway network.
- C. Continue to expand the Island’s pathway network.

**Transportation Element:**

**Implication for the Comprehensive Plan 9.1 - Road Network**

Continued coordination with South Carolina Department of Transportation and Beaufort County to maintain the current capacity of William Hilton Parkway and other arterials by controlling access points and median crossing locations, improving intersections, adding decelerations lanes, optimizing the synchronized traffic lights with the mainland’s system and investigating other methods of traffic management and development control is recommended.

**Implication for the Comprehensive Plan 9.4 - Pathway Network**

Pathways do not currently serve all areas of the Island. The Town should continue to move forward with construction of pathways to connect these areas.

**Implication for the Comprehensive Plan 9.4 - Pathway Network**

While the Island currently has an extensive pathway network, opportunities to improve pathway connections between destinations that provide additional recreational opportunities and promote alternative means of transportation on the Island should be considered.

**Implication for the Comprehensive Plan 9.4 - Pathway Network**

There may be potential benefits of linking private community pathways to destinations such as shopping and entertainment centers immediately adjacent to the PUDs via pathway connections or secondary access points. This could have the potential to reduce the number of automobile trips on Island roadways, reduce the parking area required to accommodate customers and integrate the PUDs and non PUD areas.

**Goal 9.4 – Multi-Use Pathways**

- A. The goal is to expand the pathway network to provide pedestrians, bicyclists, and other users of non-motorized transit with safe and efficient infrastructure to connect residential and tourist areas to school, parks, commercial areas, and potential off-Island connections.

**9.1- Roadway Network**

- A. Continue to coordinate with SC DOT and Beaufort County to maintain the current capacity of William Hilton Parkway and other arterials by controlling access points and median crossing locations, improving intersections, adding deceleration lanes or extending existing deceleration lanes, optimizing the synchronized traffic lights and investigating other methods of traffic management and development control.

**Implementation Strategy 9.4 – Multi-Use Pathways**

- A. Expand the Island’s Multi-Use Pathway System to connect all appropriate land uses such as parks, schools, open spaces, and beach access facilities on the Island along with residential and commercial destinations.

**Recreation Element****Goal 10.4 – Pathways**

- A. Continually make improvements to the existing pathway system and provide new pathway links.

**Conclusions of Law:****For the Location of the project:**

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Community Facilities Element, Transportation Element and Recreation Element for the location of this project.
- The proposed pathways will result in a new pathway segment, better connecting residential areas with nearby commercial development.
- The pathways will be located in existing transportation corridors.
- The Town is coordinating with SCDOT on the project, which will implement one of the recommendations from the Town’s Traffic Monitoring Evaluation Report as a way to help maintain/improve the capacity of William Hilton Parkway.

**For the Character of the project:**

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Community Facilities Element, Transportation Element and Recreation Element for the character of this project.
- The pathways are compatible with the residential and commercial land uses.
- The pathways will meander along side of the roadway consistent with the character of existing paths. They will be designed to minimize disturbance to existing natural resources.
- The intersection improvements will be designed consistent with other new intersection improvements on the Island.

**For the Extent of the project:**

- Staff concludes that the project is compatible with the adopted Comprehensive Plan as described in the Community Facilities Element, Transportation Element and Recreation Element for the extent of this project.
- These improvements will increase the recreational capacity of the Town's pathway system, improve pedestrian safety, and provide for an alternative transportation route into both residential and commercial areas within the Town.

**LMO Official Determination**

**Determination: Staff determines that this application is compatible with the Comprehensive Plan for the location, character, and extent as based on the above Findings of Fact and Conclusions of Law.**

**Planning Commission Determination and Motion:**

**The Planning Commission's role is to determine if the application is compatible with the Comprehensive Plan for location, character, and extent.**

**PREPARED BY:**

SF

\_\_\_\_\_  
Shea Farrar  
*Senior Planner*

November 3, 2011

\_\_\_\_\_  
DATE

**REVIEWED BY:**

TBL

\_\_\_\_\_  
Teri B. Lewis, AICP  
*LMO Official*

November 3, 2011

\_\_\_\_\_  
DATE

**REVIEWED BY:**

JL

\_\_\_\_\_  
Jayme Lopko, AICP  
*Senior Planner and PC Coordinator*

November 3, 2011

\_\_\_\_\_  
DATE

**ATTACHMENTS:**

- A) Vicinity Map
- B) Project Narrative



**RIGHT TURN LANE**



**PROPOSED PATHWAYS**



**PROPOSED CROSSWALKS**

**THE VILLAGE  
AT WEXFORD**

**WEXFORD DRIVE**

**LONG COVE DRIVE**

**NEW ORLEANS ROAD**

**NEW**

**SHIPYARD DRIVE**

**PPR110005**  
**WEXFORD / LONG COVE**  
**PATHWAYS,**  
**NEW ORLEANS TURN LANE**  
**AND CROSSWALKS**  
 NOVEMBER, 2011

**TOWN OF HILTON HEAD ISLAND**



**US 278 B (WILLIAM HILTON PARKWAY) / NEW ORLEANS ROAD RIGHT TURN LANE  
AND  
US 278 B (WILLIAM HILTON PARKWAY) PEDESTRIAN CROSSWALKS AND PATHWAY AT  
NEW ORLEANS ROAD / SHIPYARD DRIVE  
PROJECT**

September 30, 2011

Public Project Review Narrative

Planning Commission Date: November 16, 2011

This project consists of building bicycle and pedestrian crosswalks across US 278 (William Hilton Parkway) at Shipyard Drive / Wexford Drive and at New Orleans Road / The Village at Wexford. The project includes design of a multi-use pathway on the eastbound side of William Hilton Parkway from Long Cove Community to the Village at Wexford. A right turn lane from William Hilton Parkway to New Orleans Road is also included in the scope of the project.

The crosswalks and turn lane are funded through the CIP 2011 roadway improvements. In order to ensure that the crosswalks are designed to function with future pathway segments along eastbound William Hilton Parkway, Town staff is designing and permitting the pathway segment from Long Cove to the Village at Wexford as part of this project. It is anticipated that the segment of pathway from Long Cove to Wexford Drive will be constructed as part of the crosswalks and turn lane project. The segment of pathway from Wexford Drive to Village at Wexford is anticipated to be built with future CIP project funds.

The pathway is designed to be consistent with multi-use pathways on the Island. It is planned to be eight (8) to ten (10) feet wide and a minimum of five (5) to seven (7) feet offset from the edge of pavement of William Hilton Parkway. The cross-walks are also designed to be eight (8) to ten (10) feet wide. There is at least one refuge spot at the median on each cross-walks to accommodate crossing six lanes of traffic at each location. The right turn lane from William Hilton Parkway to New Orleans Road is designed to be approximately 300 feet long and to allow motorists to be in a designated turn lane at this location.

Right of way easements are being prepared at the Village at Wexford for the pathway and at Reilly's to accommodate storm drainage from the right turn lane. The project is anticipated to begin construction in late January or early February 2012 and permits are currently being obtained.

Please see Attachment 1 for a location of the project location.