



**The Town of Hilton Head Island
Regular Public Facilities Committee Meeting**

Tuesday, October 2, 2012

2:00 p.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. 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.
- 3. Committee Business**
 - Approval of Minutes from September 4, 2012
 - Approval of Proposed 2013 Committee Meeting Dates
- 4. Unfinished Business**
- 5. New Business**
 - **Alternate Analysis of a Standalone Aquatics Facility**
 - **Process for Amending PUD Storm Water Agreements to Include the Acquisition of Additional Systems**
- 6. Adjournment**

Please note that a quorum of Town Council may result if four (4) or more of Town Council members attend this meeting.

1
2 **TOWN OF HILTON HEAD ISLAND**
3 **PUBLIC FACILITIES COMMITTEE**
4

5 Date: September 4, 2012

Time: 2:00 P.M.

6
7 Members Present: Kim Likins, Bill Harkins, Bill Ferguson

8
9 Members Absent: George Williams

10
11 Staff Present: Scott Liggett, Charles Cousins, Teri Lewis, Jennifer Ray, Jayme Lopko

12
13 Others Present: Ken Heitzke, *Councilman*

14
15 Media Present: None

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17
18 **1. Call to Order.**

The meeting was called to order at 2:00 P.M.

19
20 **2. FOIA Compliance:**

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

21
22
23 **3. Committee Business:**

24 **1. Approval of Minutes: August 7, 2012**

25 Councilman Harkins moved to approve the Minutes of August 7, 2012. Chairman Likins
26 seconded. The Minutes of August 7, 2012 were unanimously approved.

27
28 **4. Unfinished Business: None**

29
30 **5. New Business**

31 **• Proposed Temporary Construction Easement for Utility Relocation**

32 Charles Cousins, Director of Community Development stated staff recommends Town Council
33 grant a temporary construction easement to SCTC (Shelter Cove Towne Centre LLC) on a
34 portion of Town owned property, commonly referred to as Shelter Cove Community Park and
35 further identified as tax parcel number R520-012—00C-0000.

36
37 Ward Edwards, on behalf of SCTC (owners/developers of the “Mall Redevelopment” have
38 prepared plans for the relocation of a sewer line which pertains to the demolition and utility
39 relocation associated with the redevelopment of the Mall. The sewer line is proposed to be
40 relocated to comply with other utility easement requirements and anticipated relocation
41 crossing Town property and will not restrict future development on the site.

42
43 Councilman Harkins moved the Public Facilities Committee recommend Town Council grant a
44 temporary construction easement to SCTC. Chairman Likins seconded. The motion
45 unanimously passed.
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- **Proposed Shelter Cove Community Park – Potential Park Elements**

Jennifer Ray, Urban Designer, advised staff recommends the Public Facilities Committee make a recommendation to Town Council to approve the list of potential park elements to be included in the Park Improvement Plan to be used to further develop detailed plans for permitting and construction.

As part of the Mall redevelopment plans, a community park is proposed to be relocated from its current location to a larger space behind the existing Mall that encompasses more of Broad Creek. The Development Agreement currently under consideration requires development of a “Park Improvement Plan” which identifies the elements and improvements within the proposed community park. At this point, staff is requesting direction on the elements that may be included in more detailed design and permitting.

Proposed Physical Improvements

- Large open space
- Electrical hook-ups and water spigots (located on the edges of open space)
- Parking throughout the mall development and on-street parking
- Internal pathways with connectivity to other public pathways
- Bike racks
- Wi-Fi
- Playground with picnic shelter
- Restroom and storage building
- Site furnishings including benches, picnic tables, trash receptacles, arbor swings, etc.
- Low-level (security) lightning
- Pier/Dock
- Signature element such as a fountain and/or public art piece

Councilman Harkins asked how long the public pier would be as there are many of us that would like a fairly long pier to reach out to deeper water. Ms. Ray advised the Committee staff had an opportunity to present this portion of the project to the DHEC Interagency Review in conjunction with the Chaplin Linear Park and discuss this particular feature. Their direction was to actually go out further to navigable water and it was in the 700-800 foot range. Chairman Likins asked if there were any criteria as to how wide the dock would be. Ms. Ray advised that DHEC would like it as narrow as possible - the wider it is the more it shades the grass and that is not desirable for the health of the marsh grass. We have been talking something in the range of 10-12 to 20 feet. Their suggestion was that there are places we could go wider when we are over mud flats and go narrower over grass. The idea is that multiple people will be able to pass back and forth at the same time.

Chairman Likins asked that by approving this now and in the future someone comes up with a good idea that it couldn't be added as an element or is this just a starting point. Ms. Ray advised that it is just a starting point.

Councilman Harkins moved the Public Facilities Committee send this item to Town Council for their consideration. Councilman Ferguson seconded. The motion unanimously passed.

98 • **Palmetto Hall Directional Sign**
99 Chairman Likins advised the Committee this item has been pulled from the Agenda.

100
101 • **Request from Community Foundation of the Lowcountry Regarding Future Sites for**
102 **Public Art**
103 Jayme Lopko, Senior Planner advised the Committee staff recommends the Public
104 Facilities Committee forward a recommendation to Town Council to approve three
105 proposed sites identified by the Public Art Committee of the Community Foundation of
106 the Lowcountry as potential sites for placement of Public Art on Hilton Head Island.

107
108 In preparation for the 2013 Public Art Exhibition scheduled for fall of 2013, the Public
109 Art Committee needs to identify potential sites that would be suitable for the placement
110 of public art. The list of potential sites would be included in an RFP to allow artists the
111 ability to incorporate site characteristics and context into the design of their public art
112 exhibits.

113
114 There were three sites approved by Town Council in September of 2010. These sites
115 are submitted for continued approval to be utilized for public art:

- 116
117 ○ **Site A:** New Chamber of Commerce Welcome Center site on US 278
118 ○ **Site B:** Jarvis Creek Park Lane
119 ○ **Site C:** Town-owned parcels in the Chaplin Community (on west side of US
120 278 past Sherwin Williams store and before the old Cracker barrel Site)

121
122 After reviewing these locations with Town staff, the following two additional sites are
123 submitted by the Public Art Committee to Town Council for consideration:

- 124
125 ○ **Site D:** Former Rock's location
126 ○ **Site E:** Town-owned Marshfront Parcel in the Stoney Area

127
128 After a brief discussion, Councilman Harkins moved the Public Facilities Committee
129 recommend to Town Council approval of the additional sites listed above. Councilman
130 Ferguson seconded. The motion unanimously passed.

131
132 **6. Adjournment:**
133 Councilman Harkins moved to adjourn. Councilman Ferguson seconded the motion. The
134 meeting was adjourned at 2:22 p.m.

135
136 Respectfully Submitted,

137
138
139 _____
140 **Karen D. Knox**
141 **Senior Administrative Assistant**

Town of Hilton Head Island, South Carolina

2013

**Public Projects & Facilities Committee
Meeting Dates**

Benjamin M. Racusin Council Chamber

**First Tuesday of the Month
2:00 P.M.**

JANUARY 2*

JULY 2

FEBRUARY 5

AUGUST 6

MARCH 5

SEPTEMBER 3

APRIL 2

OCTOBER 1

MAY 7

NOVEMBER 5

JUNE 4

DECEMBER 3

***January 1 is a holiday so meeting will be held on Wednesday, January 2.**



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Public Facilities Committee
VIA: Scott Liggett, *Director of Public Projects and Facilities*
FROM: Nicole Dixon, CFM, *Senior Planner*
CC: Charles Cousins, AICP, *Director of Community Development*
DATE: September 24, 2012
SUBJECT: Alternative Analysis of a Standalone Aquatics Facility

Recommendation: Staff recommends that the Public Facilities Committee review the findings and recommendations provided in the Alternative Analysis prepared by Lee & Parker Architects and The FWA Group, regarding the location of the proposed standalone Aquatics Facility, and recommend that Town Council use the Alternative Analysis findings when discussing the project for potential inclusion in the Capital Improvements Program budget.

Summary: At the November 11, 2011 Town Council meeting, Council voted to: (1) endorse in concept the Master Plan and findings prepared by Lee & Parker Architects regarding the Island Recreation Center proposed expansion project. There was discussion on whether or not the new Aquatics Facility should be a standalone facility elsewhere on the Island and not as a component of the existing Recreation Center site and that the plan would be discussed further at their workshop.

After the project was discussed at Town Council's workshop in December 2011, staff was directed to proceed with the additional study for this proposed project: to gather further information on the potential costs and benefits of creating a more civic investment by constructing a standalone Aquatics Facility.

Background: Town Council's Policy Agenda for 2012 has Aquatics Center: Direction, Location and Funding listed as a high priority. Town Council's Policy Agenda for 2011 had Evaluating the Feasibility Study for the Recreation Center Expansion listed as a top priority. Town Council's Policy Agenda for 2010 had Recreational Center & Aquatics Facilities Direction listed as a high priority. Town Council's Policy Agenda for 2009 had Recreational Center & Aquatics Facilities Direction listed as a moderate priority. In June, 2009, Town Council approved a budget which included \$95,000 in the CIP to fund a process to determine what direction the Town should take in addressing requests for an aquatics center and enhancements to the current recreation center. An additional \$200,000 for design of the project was approved in the 2012 CIP budget.

The need for additional swimming pools and enhancing the existing recreation center has been a topic of discussion for many years. As part of this latest effort, a recreational needs survey was conducted in 2008 and a potential site plan was developed to address needs identified in the survey. At several meetings held in 2008 and 2009, the Parks and Recreation Commission, the Public Facilities Committee and Town Council accepted the findings of the survey results and identified the following elements that should be included as part of the proposed enhancements to the recreation center:

- A second gym the same size as the current space
- Senior meeting/social and general multi-purpose space (total 4,500 sq. ft.)
- 10 lanes 25 yards swimming lap pool with warm water tank
- Splash pad for Children

- Support elements such as locker rooms and storage

At the November 17, 2009 Town Council meeting, the council voted to approve funding for a feasibility study. Town Council also directed staff to have an analysis done as part of this study to determine whether the SHARE Senior Center should occupy vacant commercial space elsewhere on the Island or be combined with the Recreation Center expansion. Staff hired a consultant team, Lee & Parker Architects, The FWA Group and The Mission Resources Group, to conduct the feasibility study and business plan detailing the financial implications involved with the proposed project.

At the January 4, 2011 meeting of the Public Facilities Committee, the committee voted to recommend that Town Council endorse the findings and recommendations provided in the Feasibility Study. At the January 13, 2011 meeting of the Parks & Recreation Commission, the commission voted to recommend conceptual approval of the Feasibility Study to Town Council. It was stressed at that meeting the importance of a splash pad for children because it will be a revenue generator and will draw families to the facility.

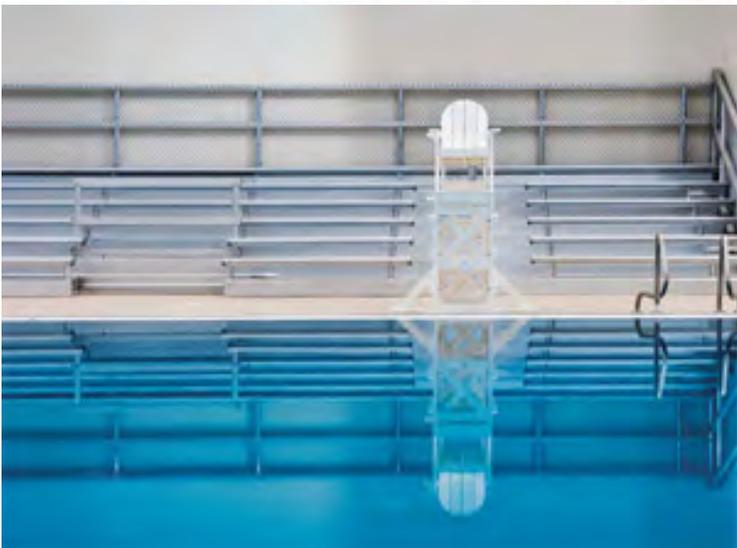
At the February 1, 2011 Town Council meeting, Council voted to approve the elements identified in the Feasibility Study prepared by Lee & Parker Architects, for the proposed Island Recreation Center/Aquatics Facility/SHARE Senior Center expansion project, with the following conditions recommended by staff:

- Change the competitive pool construction to be built in Phase 1 instead of Phase 3 to allow no down time for swimming teams;
- The SHARE Senior Center be located in an existing shopping center;
- Give direction to staff to move forward with working with our consultant to prepare a Master Plan, to include but not be limited to:
 - Create an itemized list detailing what steps are required for each phase in order to be able to apply for all required development and building permits;
 - Create a construction time frame for each phase;
 - Create a cost estimate per facility for each phase;
 - Provide additional cost estimates for designing and constructing the building using “green”/LEED options and for constructing the building to be able to use for disaster recovery situations;
 - Direct Town’s Finance staff and the consultants work with the Island Recreation Center to further refine the proposed revenues and cost estimates related to the designated phasing.

Town Council directed staff to proceed with Phase 2 of the proposed project, which was to work with our consultants to prepare the Master Plan.

The following attachments are included for your review:

- Alternative Analysis Study
- Standalone Aquatic Facility Budget
- Co-located Aquatic Facility Budget



Town of Hilton Head Island



Island Recreation Center SHARE Center Enhancement Expansion Project

PHASE 3 Aquatic Facility

Town of Hilton Head Island
RFQ 2009-017
August 25, 2012



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- Key Recommendations

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 - 6.3 Operating cost summary comparison of Rec Center & standalone locations

2

APPENDICES

- A. Standalone Aquatics Center operations budget
- B. Rec Center site Aquatics Center operations budget

EXECUTIVE SUMMARY

Lee & Parker Architects, in association with the FWA Group worked with the Hilton Head Island Town Staff and with the Island Recreation Center management and their staffs to develop the following study of alternatives to locating the proposed Aquatics Center program component at the current Island Recreation Center site. It recommends creating a greater civic investment by constructing a standalone Aquatics Center at the Chaplin Park and details the corresponding physical, financial and operational implications.

KEY FINDINGS

AQUATICS CENTER BUILDING & SPLASH PAD:

- o The facility should be sized properly for the anticipated size of our community, current island population of +/-34,000.
- o The standalone facility will be a bigger building because of the need to include spaces that were shared on the Rec Center site such as the lobby, storage, mechanical, offices, and additional bathrooms fixtures.
- o The standalone facility allows the splash park (revenue generator) to be increased from 12,000 sq ft to 28,000 sq ft and will allow expansion.
- o The facility can be a "civic" hub type building providing expanded use for the broader community if designed correctly.
- o The relocation of the Aquatics Center to its own site will free up opportunities for the existing Rec Center site.

SITE REQUIREMENTS:

- o Land to be developed should be owned by the Town
- o Have good access to William Hilton Parkway
- o Be at least 6 acres

BUSINESS PLAN

- o With this study the aquatic program sessions were conservatively assumed to increase 30%.
- o Full time employees will increase by three & part time employees by 13.
- o The operating budget (not including CIP) will increase over the rec center site location by 21%, but the government contribution will be reduced 42%.
- o Rec Center site: \$545,680 (government contribution: \$356,300)
- o Standalone site: \$689,002 (government contribution: \$204,272)



KEY CONCLUSIONS

AQUATICS CENTER BUILDING & SPLASH PAD:

- o The pool facility will be configured with a 60 ft x 75 ft (8 lane) competition pool & separate 30 ft x 75 ft (3 lane) training/warm up pool with ramped entrance as recommended by USA Swimming.
- o The splash pad area can be increased allowing the complex to serve a broader section of the population, 12,000 sq ft to 28,000 sq ft.
- o Both facilities will be designed for future expansion as use requires.
- o The standalone Aquatics Center will be located and designed to be a trend setting "civic investment" type facility that will reflect the excellence that our community embodies.

BUSINESS PLAN

- o Fees will need to reflect the improved user experience, splash park fees will be tiered so the off island visitor will subsidize local users.
- o The implementation and marketing of the proposed facilities and programs will result in increases in facility utilization, patron volume and revenue increases that could exceed the projections included in this study.

IMPACTS TO EXISTING PLANS & FACILITIES:

- o To the existing Recreation Center expansion Master Plan:
 - No need to relocate (2) tennis courts.
 - New gym could be located in such a way to save most of the playing field.
 - Parking can still be increased as previously proposed, but could be reduced if beneficial to the Master Plan.
 - The existing pool can be renovated to upgrade the filtration system and side-walls and act as a seasonal "recreation" pool going forward.
 - Will retain more open space that would be suggested for this type facility.
- o To the existing Chaplin Park facilities:
 - This would add horsepower to the "community center" with ball fields, tennis facility, and an Aquatics Center all located in one central island location.
 - The existing dog park would need to be relocated. One site would be the creek front Town owned site adjacent to the Memorial Park. It is suggested that the existing under utilized parking and bathroom facilities would be shared creating good economies. This is a low impact type development that is perfect for this environmentally sensitive site and will add a unique communal node on the future lineal park.

3



KEY RECOMMENDATIONS

- o A new Aquatics Center complex, including a splash pad, should be located at the Chaplin Park facility.
- o The facility should be envisioned and designed as a high quality, dynamic and exciting recreational “civic” building.
- o The Recreation Center Master Plan is to be revised to reflect the new opportunities presented by the relocation of the new pool facility.
- o The existing dog park is to be re imagined on another site possibly the Shelter Cove side of William Hilton Parkway on the Town owned creek front land.
- o Tennis complex is to be retained and expanded in a lineal fashion, as suggested with the concept plan for the Chaplin linear park.

1 . 0 I N T R O D U C T I O N

Lee & Parker Architects, in association with the FWA Group worked with the Hilton Head Island Town Staff and with the Island Recreation Center management and their staff to develop the following study of alternatives to locating the proposed Aquatics Center program component at the current Island Recreation Center site. It recommends creating a greater civic investment by constructing a standalone Aquatics Center at the Chaplin Park and details the corresponding physical, financial and operational implications.

2 . 0 S C O P E A N D A P P R O A C H

We directed our primary focus on the Shelter Cove / Chaplin Park area. Additional sites were reviewed and listed in a macro level only. Our primary analysis considered any additional components required to be added to the program as a cause of developing a standalone facility and the viability of the splash pad being a component of the facility.

The following was analyzed as required by a standalone facility:

1. Spatial program changes
2. Parking requirements
3. Recreation classes and events and possible expansion on Phase 2 study
4. Operational costs
5. Capital costs



3.0 KEY FINDINGS TO DETERMINE LAND REQUIRED

3.1 USA SWIMMING PROGRAM REQUIREMENTS FOR STANDALONE FACILITY

Before we could determine the best location we needed to verify the basic elements needed in a standalone Aquatics Center and validate the minimum requirements for the potential site. To verify the program elements established in the Enhancement Study for the aquatics component Eric Kemeny (Aquatics Director for the Island Recreation Association) and Barry Taylor with The FWA Group attended the "Build-a-Pool/Program-a-Pool" Conference sponsored by USA Swimming as part of the International Aquatics Fitness Conference in Orlando, Florida. The "Build-a-Pool" Conference is one of six provided each year that offer support for programming/planning aquatic facilities for sustainability plus innovative ideas and examples for new building and renovations. USA Swimming member clubs, private and public organizations are encouraged to take advantage of these educational resources. These workshop style events are conducted by the USA Swimming facilities development staff. To date these conferences have been an important part in the development of over 65 new facilities. They have also played a supporting role in over 100 additional projects.

WHAT IS USA SWIMMING?

USA Swimming is the National Governing Body for competitive swimming in the United States. USA Swimming was conceived in 1978 with the passage of the Amateur Sports Act, which specified that all Olympic sports would be administered independently. Prior to this act, USA Swimming was the Competitive Swimming Committee of the Amateur Athletic Union (AAU) located in Indianapolis, Indiana. USA Swimming Headquarters office was established in Colorado Springs, Colorado, in 1981 and is located at the Olympic Training Center.

As the National Governing Body for the sport, USA Swimming is responsible for the conduct and administration of swimming in the United States. In this capacity, USA Swimming formulates the rules, implements the policies and procedures, conducts the national championships, disseminates safety and sports medicine information and selects athletes to represent the United States in international competition.

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HILTON HEAD ISLAND FACILITY

With the validation gained from the conference and support of the USA Swimming Facilities Development staff, we had several meetings with the staff from the Island Recreation Center to craft a conceptual footprint for the standalone Aquatics Center.

In consideration of the general guidelines fashioned by the USA Swimming Facilities Development staff they recommend developing an Aquatics Center for Hilton Head Island of no more than 30,000 square feet with a minimum of two pools and possibly three if there was a need for a therapy pool. USA Swimming guidelines are based on their experience and rooted in a community's population and the ability of the community to support a particular facility size and pool configurations (competition, training and therapy).

For the competition pool they recommended using an eight lane configuration between 60'-0" to 67'-0" wide and 75'-0" long and for the training pool to be 30'-0" wide and 75'-0" long.

3.2 SPLASH PAD REQUIREMENTS FOR STANDALONE FACILITY

An outdoor splash pad area will also be constructed as a component of the new Aquatics Center. The splash pad is envisioned as a shallow pool with features such as water slides, splash fountains, tumble buckets, and water spray cannons and other such features. The water depth can range from a few inches to 4 feet at the slides.

USA Swimming does not have guidelines to develop splash pads. Instead the Facilities Development staff recommended contacts for equipment suppliers and consultants that could be of assistance. The various contacts suggested establishing an initial core area of an acre or less with conventional components as a base. From that core area adjacent land around the core should be set aside to provide areas for future expansion. Based on those suggestions we have established a core area of approximately 28,000 square feet for the splash pad and deck with a freestanding concessions area and toilet facilities.

3.3 PARKING REQUIREMENTS FOR STANDALONE FACILITY:

o Per the Town of Hilton Head Island's Land Management Ordinance, the Aquatics Center use category is considered to be Community Service. As such to determine the number of parking spaces to be provided we have taken into account the gross floor area and sub-use categories of business and indoor recreation of the proposed 25,900 gross square foot (gsf) facility. Based on the gross floor area of the facility and the determined uses the following defines the required parking to be provided:

o Recreation – Community Service			
25,100 gsf of recreation @ 1 per 400 gsf	=	63 parking	
o Business			
800 gsf of business @ 1 per 200 gsf	=	4 parking	
o Indoor Recreation			
372 fixed seats @ 1 per 3 persons	=	124 parking	
<hr/>			
o Total parking required	=	191 parking	
o Total allowed (105% of minimum)	=	201 parking	

3.4 LAND REQUIREMENTS AS DETERMINED BY PROGRAM & PARKING

- o The land required will need to be:
 - Owned by the Town
 - Have good access to William Hilton Parkway
 - Be at least 6 acres



3.5 AERIAL VIEW OF SITES TO BE CONSIDERED



SITE LEGEND

 SITES INITIALLY REVIEWED

SITE SELECTION CRITERIA:

- WITHIN THE CHAPLIN / SHELTER COVE TARGET AREA
- ACCESS TO HIGHWAY 278
- A MINIMUM (6) ACRES FOR SITE DEVELOPMENT



AQUATICS CENTER SITE OPTIONS

3.6 AERIAL VIEW OF SITES FOR FURTHER DETAILED STUDY



SITE LEGEND



SITES INITIALLY REVIEWED



SITES SELECTED TO BE REVIEWED IN MORE DETAIL



AQUATICS CENTER SITE OPTIONS

3.7 OTHER SITES IDENTIFIED BUT NOT STUDIED BEYOND FEASIBILITY:

- o Crossings Park area at the south end:
 - Is owned by the Town
 - Does not have good access to William Hilton Parkway
 - Is at least 6 acres

- o Gateway tract at northern end of the island:
 - Not owned by the Town
 - Has good access to William Hilton Parkway
 - Could be at least 6 acres, but multiple owners

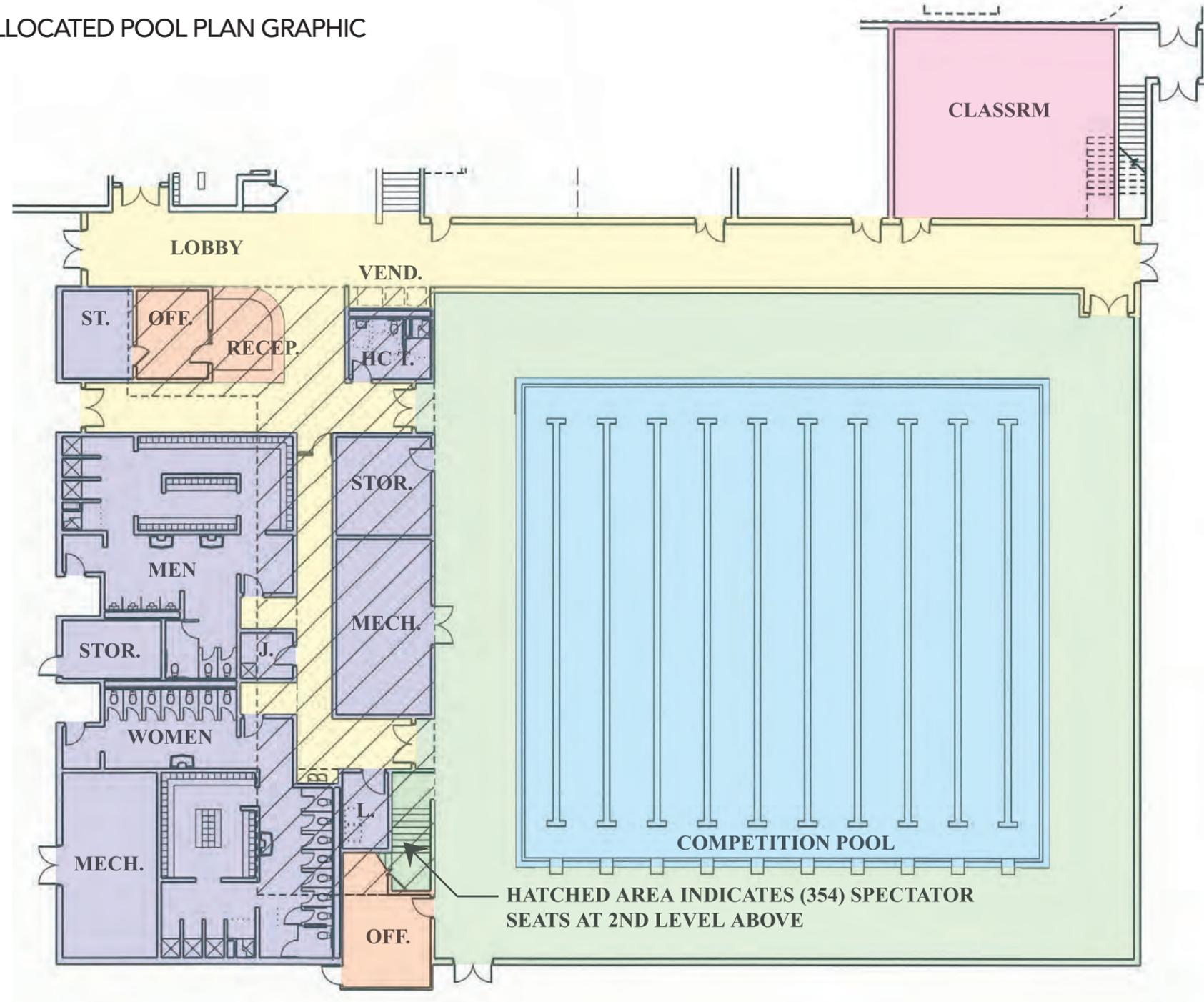


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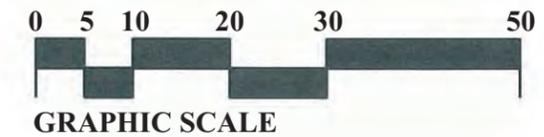
4.0 BUILDING PROGRAM ANALYSIS

4.1 COLLOCATED POOL PLAN GRAPHIC

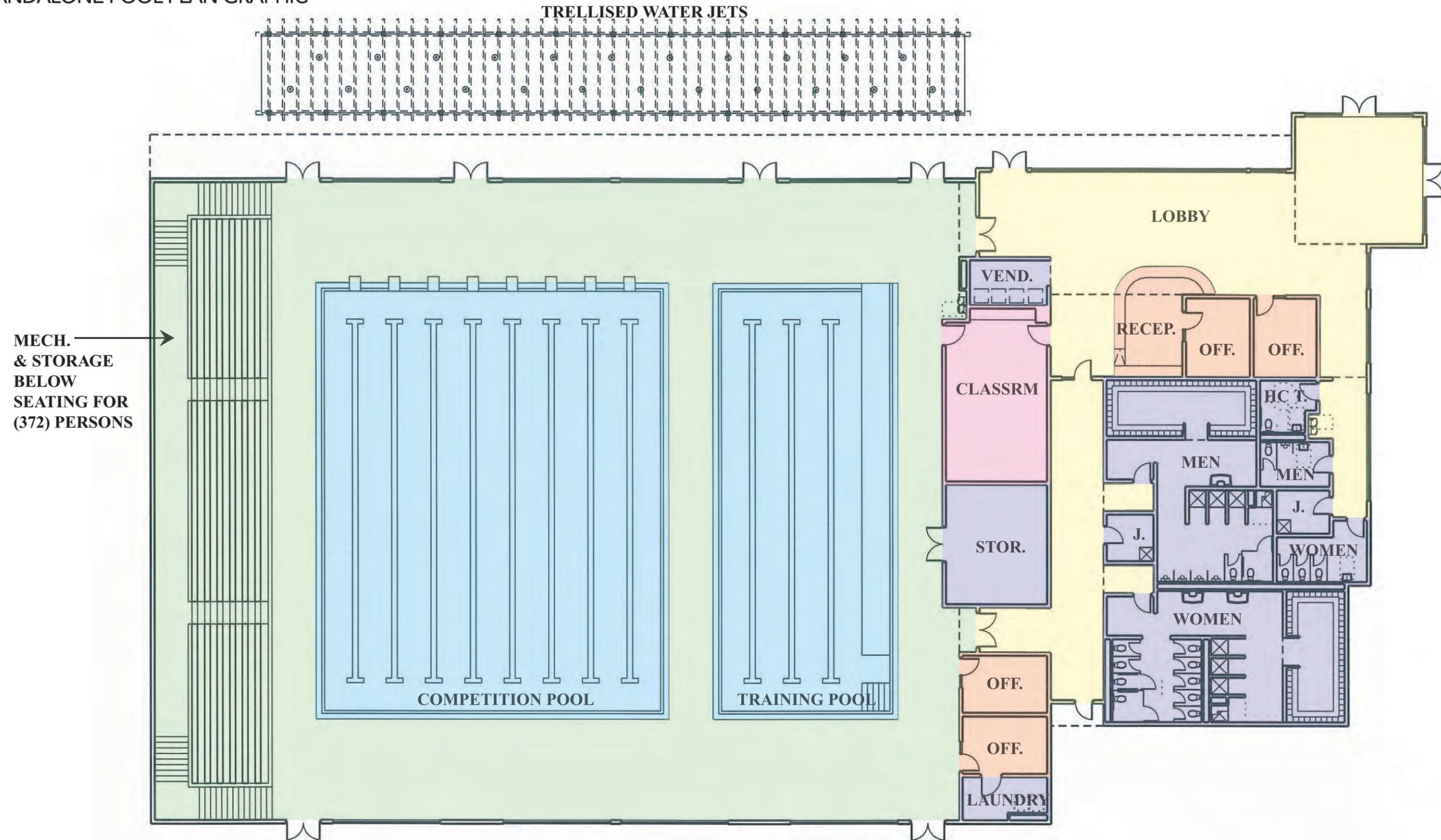


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- POOL
- DECK AREA / SPECTATOR SEATING
- ADMINISTRATIVE
- CLASSROOM
- CIRCULATION
- UTILITY/TOILETS

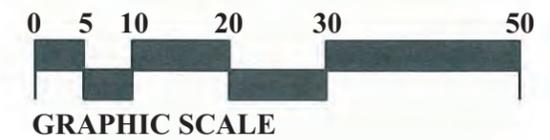


4.2 STANDALONE POOL PLAN GRAPHIC

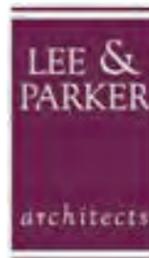


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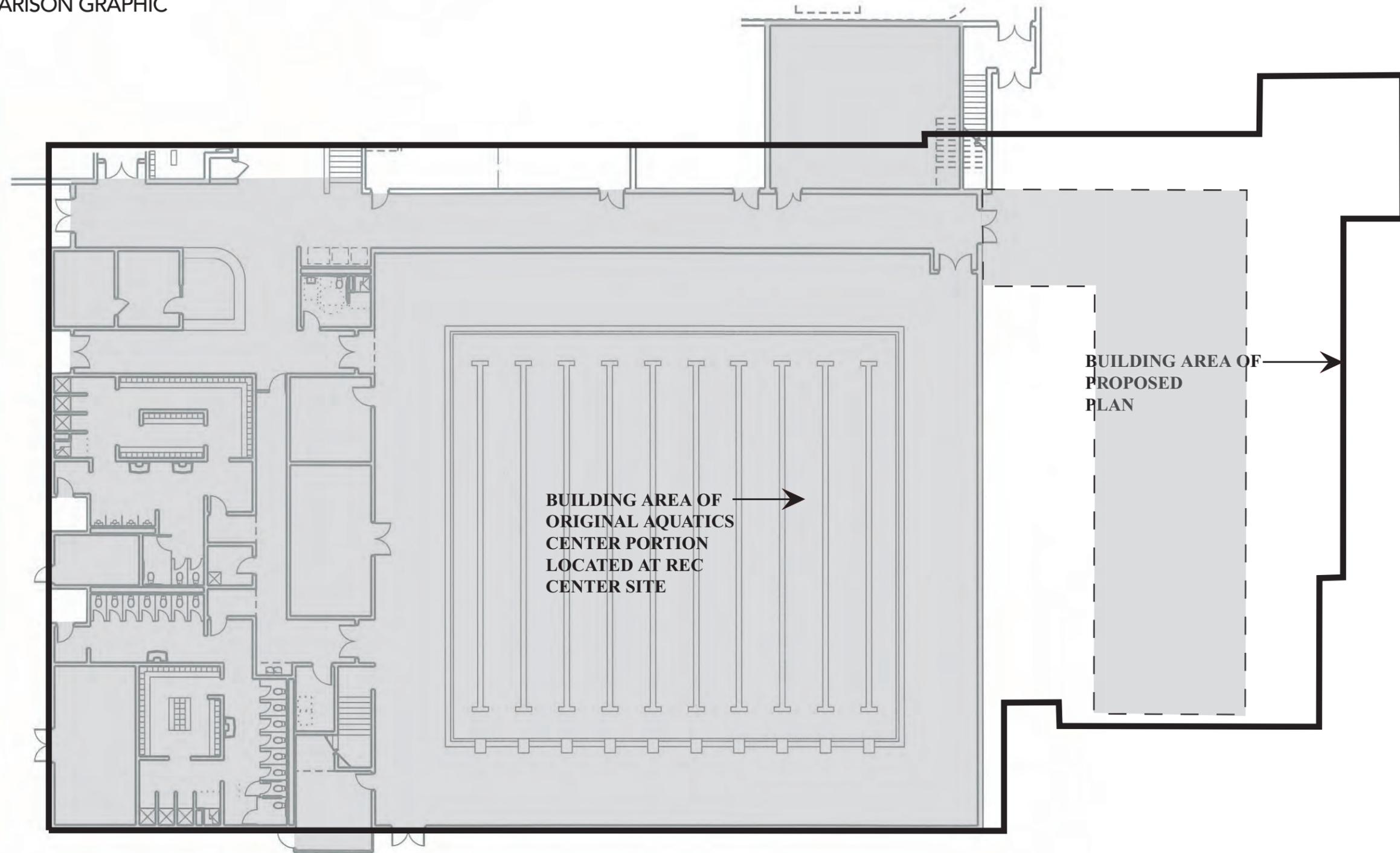
- POOL
- DECK AREA / SPECTATOR SEATING
- ADMINISTRATIVE
- CLASSROOM
- CIRCULATION
- UTILITY/TOILETS



**CHAPLIN PARK SITE
AQUATICS CENTER PRELIMINARY FLOOR PLAN**

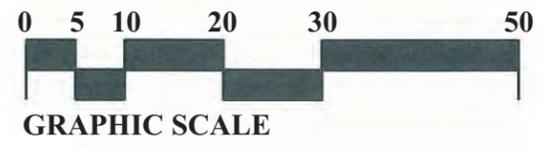


4.3 SIZE COMPARISON GRAPHIC



BUILDING AREA OF PROPOSED PLAN

BUILDING AREA OF ORIGINAL AQUATICS CENTER PORTION LOCATED AT REC CENTER SITE



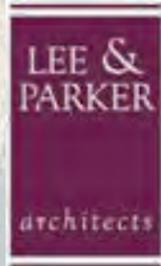
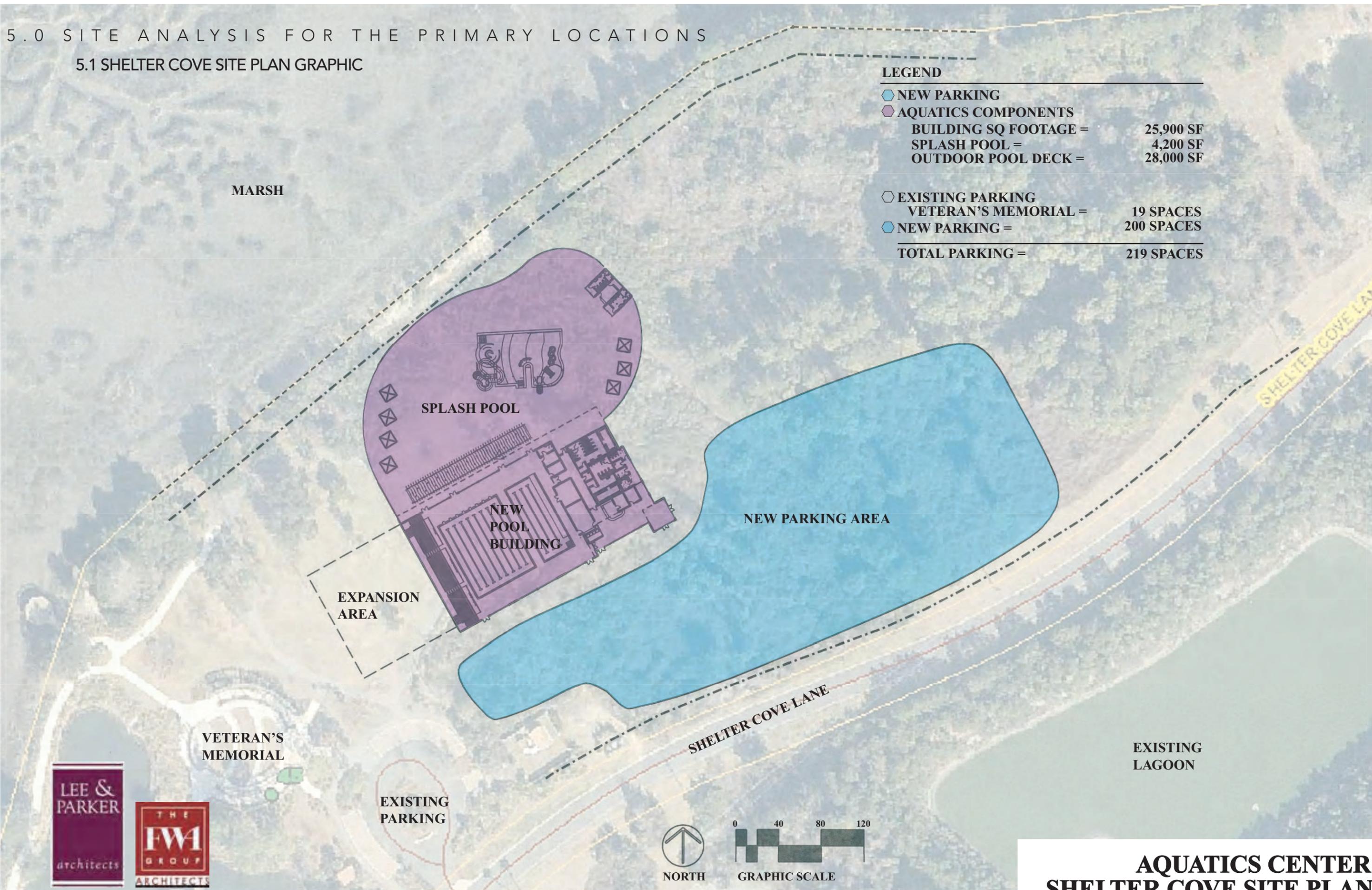
AQUATICS CENTER FLOOR PLAN COMPARISON

5.0 SITE ANALYSIS FOR THE PRIMARY LOCATIONS

5.1 SHELTER COVE SITE PLAN GRAPHIC

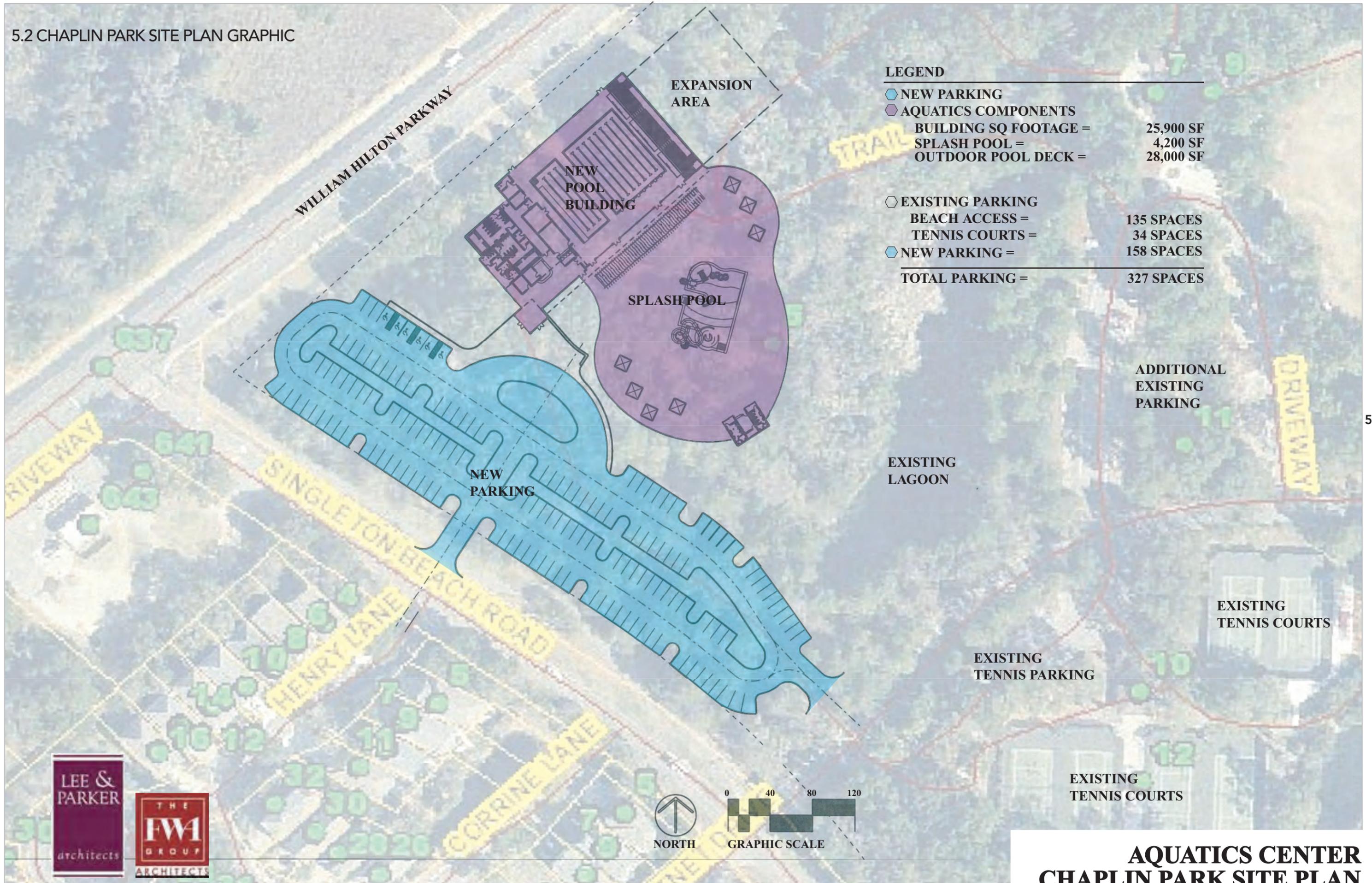
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NEW PARKING	
AQUATICS COMPONENTS	
BUILDING SQ FOOTAGE =	25,900 SF
SPLASH POOL =	4,200 SF
OUTDOOR POOL DECK =	28,000 SF
EXISTING PARKING	
VETERAN'S MEMORIAL =	19 SPACES
NEW PARKING =	200 SPACES
TOTAL PARKING =	219 SPACES



**AQUATICS CENTER
SHELTER COVE SITE PLAN**

5.2 CHAPLIN PARK SITE PLAN GRAPHIC



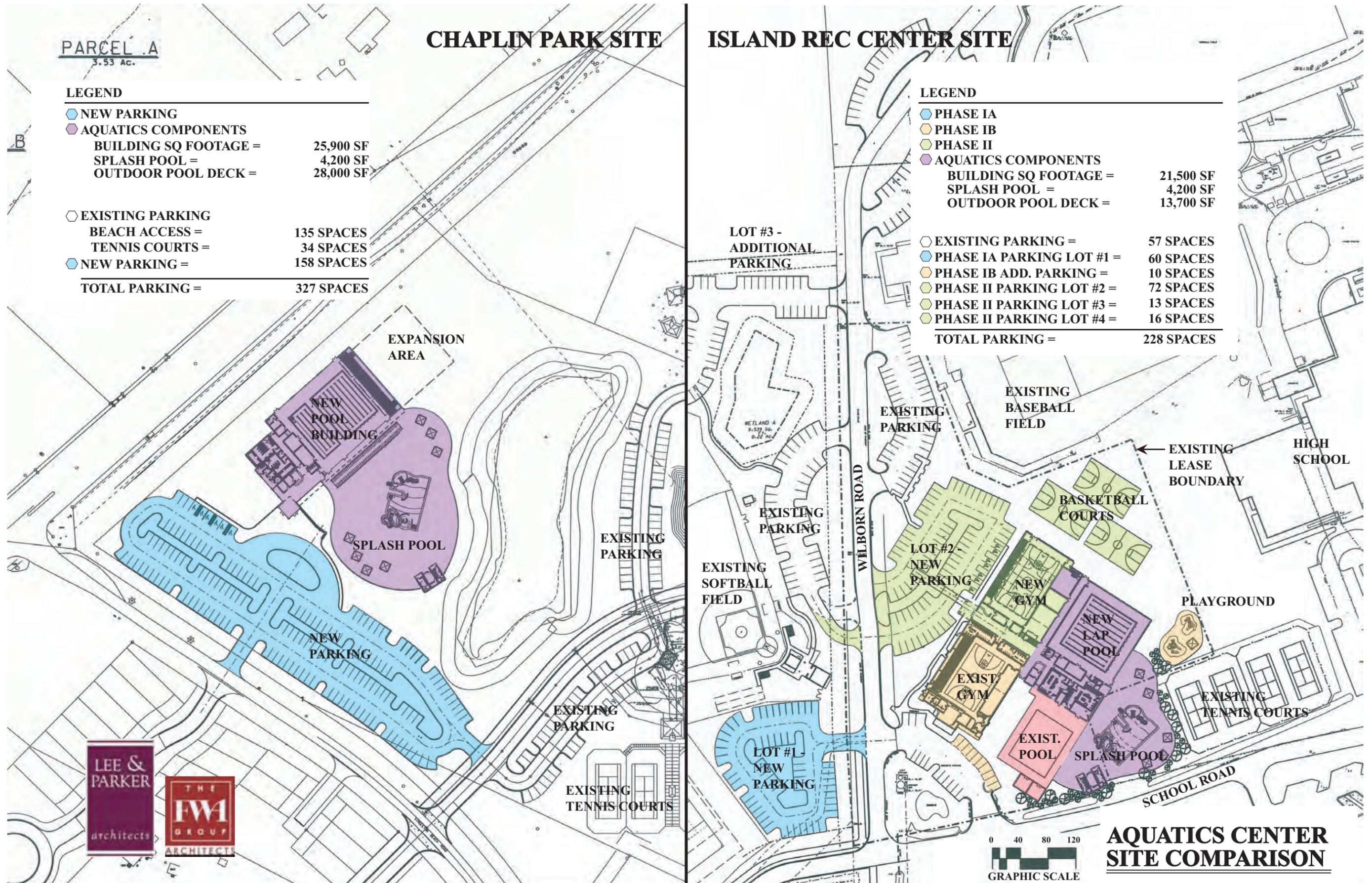
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◆ NEW PARKING	
◆ AQUATICS COMPONENTS	
BUILDING SQ FOOTAGE =	25,900 SF
SPLASH POOL =	4,200 SF
OUTDOOR POOL DECK =	28,000 SF
<hr/>	
◇ EXISTING PARKING	
BEACH ACCESS =	135 SPACES
TENNIS COURTS =	34 SPACES
◆ NEW PARKING =	158 SPACES
<hr/>	
TOTAL PARKING =	327 SPACES



**AQUATICS CENTER
CHAPLIN PARK SITE PLAN**

5.3 PROS & CONS- SITE COMPARISONS:



EXISTING REC CENTER SITE

- o Pros
 - Close to schools for their use
 - Existing grade elevation is above flood zone
 - Supports economic use of staff, maintenance, operations and programs
 - Adjacent recreation activities on site
 - Additional overflow parking available on school property
- o Cons
 - Limited site
 - Will lose playing field area with placement of new construction
 - Construction activity will impact other activities on site and nearby school activity
 - No room for expansion
 - Access is limited
 - Land is owned by the School District
 - Off island lodging is more convenient for events

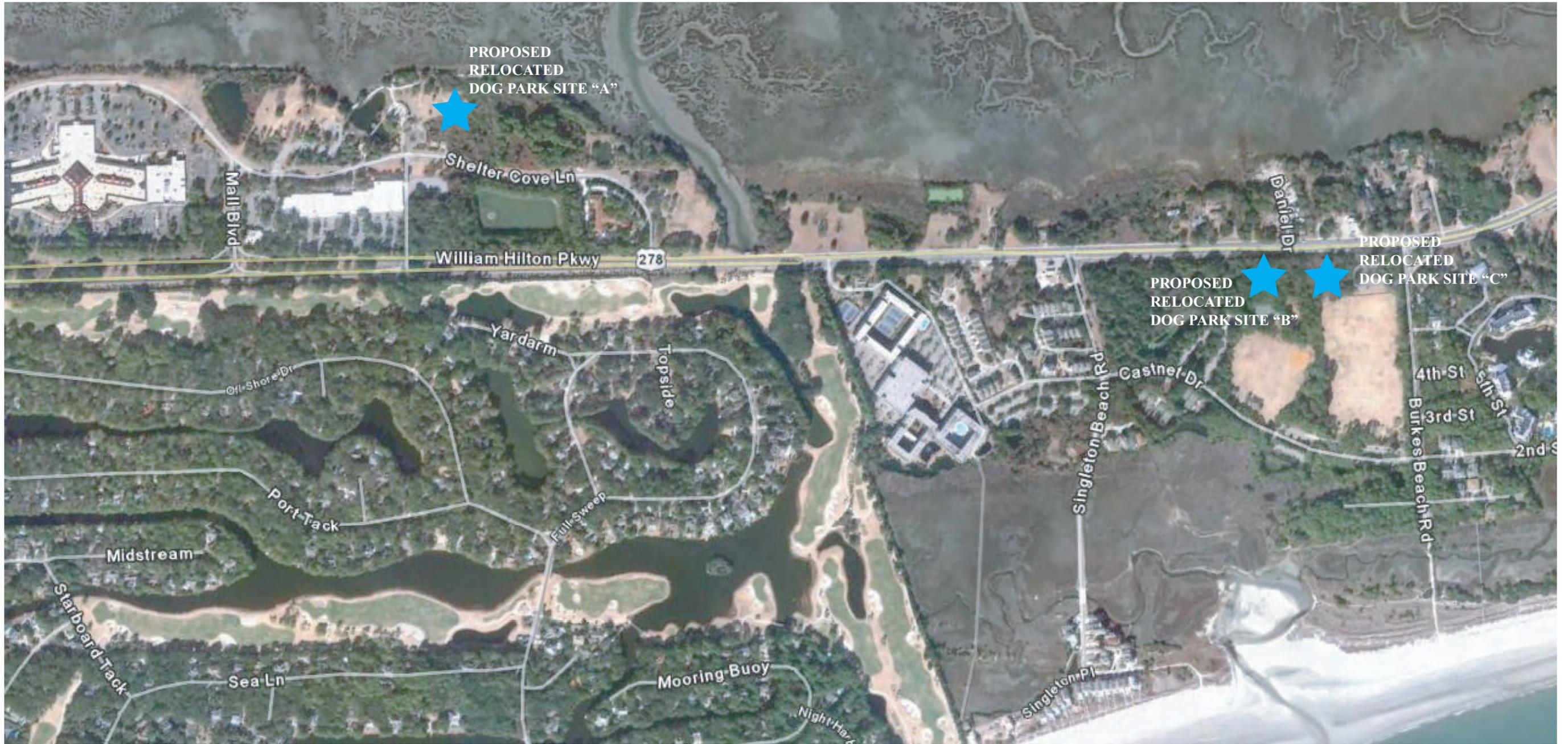
CHAPLIN SITE

- o Pros
 - Land is owned by the Town
 - Site is easily accessible and provides good visibility from William Hilton Parkway
 - Construction activities will not interrupt any other site activities
 - Site provides more flexible design options
 - Area for larger splash pad is available
 - Site supports the Town's linear park and is close to beach and marsh
 - Overflow parking is available on site
 - Land is available for expansion
 - Site supports active recreation focus of existing park
 - On island lodging is convenient for events
- o Cons
 - Dual locations will mean additional staffing and operating costs
 - Existing grade is below flood zone and will require additional site fill material
 - Proposed location will require that the dog park be relocated

SHELTER COVE SITE

- o Pros
 - Land is owned by the Town
 - Near future development where tourism will be encouraged
 - Construction activities will not interrupt any other site activities
 - Site provides more flexible design options
 - Area for larger splash pad is available
 - Additional overflow parking available on adjacent property
 - Site is easily accessible by connection to William Hilton Parkway
 - Site will be a part of the Town's linear park on Broad Creek
- Cons
 - Dual locations will mean additional staffing and operating costs
 - Existing grade is below flood zone and will require significant site fill material
 - Prime marsh/water site and may be better used by other passive activities
 - Site will require additional cost for infrastructure

5.4.ANCILLARY FEATURES OF THE CHAPLIN SITE GRAPHICS



SITE LEGEND



FEATURES TO BE RELOCATED / EXPANDED



ANCILLARY FEATURES

6 . 0 C A P I T A L & O P E R A T I N G C O S T S

6.1 CAPITAL COST SUMMARY OF STANDALONE AQUATICS CENTER PER SPACE Revised July 20, 2012

Abbreviations used are represented as follows:

SF = Square Foot

EPC = Estimate of Probable Cost (based on historic data and base costing by USA Swimming for the listed square footage for the associated swimming facility components)

PROGRAM AREAS & ESTIMATE OF PROBABLE COST

	SF	EPC
Aquatics Center Building Program Areas		
• Entry Lobby	1,900 SF (\$165/SF)	\$313,500.00
• (4) Offices / Reception Area	800 SF (\$170/SF)	\$136,000.00
• Classroom	520 SF (\$170/SF)	\$88,400.00
• Pool Female Toilet/Locker Area	980 SF (\$220/SF)	\$215,600.00
• Pool Male Toilet/Locker Area	830 SF (\$220/SF)	\$182,600.00
• Pool Deck + Pool Areas	13,930 SF (\$125/SF)	\$1,741,250.00
• Competition Pool (4,920 SF)		\$942,000.00
• Training Pool (2,580 SF)		\$374,000.00
• Spectator Seating Area	2,380 SF (\$165/SF)	\$392,700.00
• Female Toilet	160 SF (\$190/SF)	\$30,400.00
• Male Toilet	110 SF (\$190/SF)	\$20,900.00
• Family Toilet	90 SF (\$190/SF)	\$17,100.00
• Vending Area	100 SF (\$165/SF)	\$16,500.00
• Laundry	110 SF (\$140/SF)	\$15,400.00
• Janitor Rooms	140 SF (\$130/SF)	\$18,200.00
• General Storage	380 SF (\$130/SF)	\$49,400.00
• Circulation	920 SF (\$160/SF)	\$147,200.00
• Pool Pump / Equipment Room	440 SF (\$125/SF)	\$55,000.00
• Mechanical Mezzanine	820 SF (\$90/SF)	\$73,800.00
• Sprinkler Riser Room	40 SF (\$100/SF)	\$4,000.00
• Miscellaneous Areas / Wall Thickness	1,250 SF (\$110/SF)	\$137,500.00
Aquatics Center Building	25,900 SF	\$4,971,450.00
10 % Estimate Contingency		\$497,145.00
Total - Aquatics Center Building		\$5,468,595.00

Splash Pool Program Areas

• Toilet Facilities and Concession Area	1,020 SF (\$160/SF)	\$163,200.00
• Trellis Structure	1,760 SF (\$30/SF)	\$52,800.00
• (7) Shade Shelters	7 x \$7,800.00 Each	\$54,600.00
• Landscaping Allowance		\$92,000.00
• Security Fencing Allowance		\$48,000.00
• Splash Pool / Water Features	4,200 SF	\$720,000.00
• Splash Deck Area	28,000 SF (\$12/SF)	\$336,000.00

Splash Pool Area \$1,466,600.00

10 % Estimate Contingency \$146,660.00

Total – Splash Pool Area \$1,613,260.00

PROGRAM AREAS & ESTIMATE OF PROBABLE COST

	Quantity	EPC
Civil / Site Improvements for Chaplin Park Site		
• Clearing and Grubbing (Wooded Area)	3.5 Acres (\$15,000/AC)	\$52,500.00
• Clearing and Grubbing (Previously Developed)	1.5 Acres (\$5,000/AC)	\$7,500.00
• Signed & Sealed As-Built Survey	1	\$6,800.00
• Tree Removal	25 Trees (\$500/Tree)	\$12,500.00
• Tree Protection	1,700 LF (\$2/LF)	\$3,400.00
• Construction of Building Pad	1	\$15,200.00
• Building Fill Material	900 CY (\$12/CY)	\$10,800.00
• Finish Grading	1	\$5,800.00
• Silt Fencing (Installed & Maintained)	1,600 LF (\$4/LF)	\$6,400.00
• Sediment Control & Drainage Improvements	1	\$80,000.00
• Water & Sewer Connections	1	\$14,000.00
• Parking Lot Asphalt Pavement	7,200 SY (\$30/CY)	\$216,000.00
• Concrete Curb & Gutter - Parking Lot	1,700 LF (\$15/LF)	\$25,500.00
• Pavement Marking	1	\$3,200.00
• Concrete Wheel Stops	160 (\$27/Each)	\$4,320.00
• Concrete Sidewalks & ADA Ramps/Curbs	1,250 SF (\$12/SF)	\$15,000.00
• Landscaping & Irrigation	1	\$22,000.00
Civil / Site Improvements for Chaplin Park Site		\$500,920.00
15 % Estimate Contingency		\$75,140.00
Total – Civil / Site Improvements for Chaplin Park Site**		\$576,060.00

Civil / Site Improvements for Shelter Cove Site

• Clearing and Grubbing (Wooded Area)	4.5 Acres (\$15,000/AC)	\$67,500.00
• Clearing and Grubbing (Previously Developed)	1.5 Acres (\$5,000/AC)	\$7,500.00
• Signed & Sealed As-Built Survey	1	\$7,400.00
• Tree Removal	30 Trees (\$500/Tree)	\$15,000.00
• Tree Protection	1,900 LF (\$2/LF)	\$3,800.00
• Construction of Building Pad	1	\$15,200.00
• Building Fill Material	3,200 CY (\$12/CY)	\$38,400.00
• Finish Grading	1	\$8,200.00
• Silt Fencing (Installed & Maintained)	1,800 LF (\$4/LF)	\$7,200.00
• Sediment Control & Drainage Improvements	1	\$96,000.00
• Water & Sewer Connections	1	\$24,000.00
• Parking Lot Asphalt Pavement	10,000 SY (\$30/CY)	\$300,000.00
• Concrete Curb & Gutter - Parking Lot	2,400 LF (\$15/LF)	\$36,000.00
• Pavement Marking	1	\$5,800.00
• Concrete Wheel Stops	200 (\$27/Each)	\$5,400.00
• Concrete Sidewalks & ADA Ramps/Curbs	1,500 SF (\$7/SF)	\$18,000.00
• Landscaping & Irrigation	1	\$36,000.00

Civil / Site Improvements for Shelter Cove Site	\$691,400.00
15 % Estimate Contingency	\$103,710.00
Total – Civil / Site Improvements for Shelter Cove Site**	\$795,110.00

**** Clarifications to Civil / Site Improvements Estimates**

1. Estimate does not include detailed information regarding grading and drainage control for water quality and quantity. At this time it is unknown how these items will be completed. Lump sum numbers have been used as estimates until a more detailed design can be completed. The storm water quality and quantity devices in the estimate assume that above ground detention, bioswales, etc. would be used to treat storm water. If underground detention and/or impervious services are required; this number could be increased by approximately 2 times the amount shown for "Sediment Control & Drainage Improvements".
2. It is assumed that access to the existing fire protection lines is readily available and that no additional fire protection service, such as a fire loop or locating additional fire hydrants on site will be necessary. It would add an additional \$18,000.00 for each fire service line that would be brought in to building.
3. For site lighting it is assumed that the Town will lease light fixtures through Palmetto Electric, so no estimate for site light is included.

Optional Elements for Consideration

	Quantity	EPC
Relocate Dog Park		
• Clearing and Grubbing (light)	5.0 Acres (\$500/AC)	\$2,500.00
• Signed & Sealed As-Built Survey	1	\$7,400.00
• Tree Removal	0 Trees	\$0.00
• Tree Protection	100 LF (\$2/LF)	\$200.00
• Finish Grading	1	\$1,200.00
• Silt Fencing (Installed & Maintained)	600 LF (\$4/LF)	\$2,400.00
• Water & Sewer Connections	1	\$1,000.00
• Concrete Sidewalks	500 SF (\$7/SF)	\$3,500.00
• Landscaping & Irrigation	1	\$10,000.00
• Enclosure fencing 4' vinyl coated	1	\$30,000.00
Total Site Improvements for Dog Park		\$58,200.00
05 % Estimate Contingency		\$2,910.00
Total – Civil / Site Improvements for Shelter Cove dog park Site**		\$61,110.00

6.2 CAPITAL COST SUMMARY COMPARISON REC CENTER SITE TO STANDALONE AQUATICS CENTER

	REC CENTER SITE LOCATION	STANDALONE LOCATION
Aquatic Building	28,066 sq ft * @ \$6,658,750	25,900 sq ft ** @ \$5,374,270
Splash Pad Facility	11,032 sq ft @ \$377,980	28,000 sq ft @ \$1,613,260
Site Work & Parking	Assume 40% of new parking Attributed to pool \$99,700***	For Chaplin site \$568,870
Tennis Court Relocation & Playing Field Replacement	\$84,000 \$474,000++	N.A.
Dog Park Relocation	N.A.	Required for Chaplin site \$61,110
TOTALS	\$7,220,430	\$7,617,510

* This includes the renovation and covering of the existing rec pool to be operated as a warm water pool as per previous study.

** The renovation/ maintenance upgrade of the existing rec center pool will still need to be done and is not included in this number.

*** Addition parking only, site work for construction is included in the building cost.

++ Replacement of the playing field with like kind natural field is not included in total as this is optional and was not required.

6.3 OPERATING COST SUMMARY COMPARISON REC CENTER SITE TO STANDALONE AQUATICS CENTER

22

	REC CENTER SITE LOCATION***	STANDALONE LOCATION***
Program Revenues	\$ 189,380	\$ 484,730*
Program Expenses	\$(17,000)	\$(25,000)
Payroll/General Administration Expenses	\$(220,278)	\$(664,002)**
Required Governmental Income	\$ 356,300	\$ 204,272

* This includes pool memberships, private after hour splash park parties, and one day summer league meets not included in the first study all of which, to a lesser degree, could happen in the smaller facility. The majority of the increase is due to the larger site allowing an expanded splash park which could not happen at the rec site.

** Increase payroll adds 2 additional full time and 13 additional seasonal employees. Separate facilities duplicates some of the general expenses

*** See appendices for details.

Island Recreation Association
 New Facilities Budget Estimation - Offsite Aquatic Center
 Summary Page

REVENUES	REC POOL-12 MON	REC POOL-8 MON	AQUATIC CENTER	Rec Pool-12 Mon & Aquatic Center Total	Rec Pool-8 Mon & Aquatic Center Total
Program Revenue	\$ 70,450	\$ 52,838	\$ 414,280	\$ 484,730	\$ 467,118
Government Income	\$ 157,828	\$ 123,246	\$ 46,444	\$ 204,272	\$ 169,690
Other Income	\$ -	\$ -	\$ -	\$ -	\$ -
SUB TOTAL INCOME	\$ 228,278	\$ 176,084	\$ 460,724	\$ 689,002	\$ 636,808
EXPENSES					
Program Expenses	\$ 8,000	\$ 6,000	\$ 17,000	\$ 25,000	\$ 23,000
Payroll & Taxes/Insurance	\$ 140,528	\$ 105,396	\$ 218,024	\$ 358,552	\$ 323,420
General Administration	\$ 79,750	\$ 64,688	\$ 225,700	\$ 305,450	\$ 290,388
SUB TOTAL EXPENSES	\$ 228,278	\$ 176,084	\$ 460,724	\$ 689,002	\$ 636,808
Revenue minus expenses:	\$ -	\$ -	\$ -	\$ -	\$ -

Island Recreation Association
New Facilities Budget Estimation -Aquatic Center
@ the Recreation Center Site
Summary Page

REVENUES		AQUATIC CENTER
Program Revenue	\$	189,380
Government Income	\$	356,300
Other Income	\$	-
SUB TOTAL INCOME	\$	545,680

EXPENSES		
Program Expenses	\$	17,000
Payroll & Taxes/Insurance	\$	281,480
General Administration	\$	247,200
SUB TOTAL EXPENSES	\$	545,680

Revenue minus expenses:	\$	-
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Memo



To: Public Facilities Committee

Via: Stephen G. Riley, Town Manager
Scott Liggett, Dir. of PP&F / Chief Engineer

From: Jeff Buckalew, Town Engineer

Subject: Process for Amending PUD Storm Water Agreements to include the Acquisition of Additional Systems

Date: September 4, 2012

Recommendation: Staff recommends the Public Facilities Committee endorse a policy for the acquisition of certain storm drainage easements that qualify for public service, are privately owned, and lie within the limits of a Planned Unit Development (PUD) or Property Owner's Association (PUD / POA) that shares a storm drainage maintenance and access agreement with the Town. This endorsement shall be made as a recommendation for approval of the full council.

Summary:

Over the past few years the Town has entered into agreements for access and drainage maintenance with several of the major Planned Unit Developments (Shipyard, Port Royal, Hilton Head Plantation, Indigo Run, Palmetto Dunes, Leamington, Wexford and Sea Pines). Within some of these PUDs, there exist storm drainage infrastructure systems that lie within property or easements where the PUD has no rights to maintain this infrastructure. If the owners of qualifying systems wish to have the Town maintain them, this policy shall serve as the guide for them to dedicate the required easement(s) to the PUD and the PUD to then dedicate them to the Town.

Background:

The Town has negotiated and executed drainage agreements with the master POA of each

PUD where the Town maintains their drainage systems. Some smaller developments within the PUD have their own POA (Sub-POA) and have approached the Town wishing to dedicate maintenance of their drainage infrastructure. While the master PUD / POA may not hold sovereignty over these sub-POA regimes with respect to storm drainage access and maintenance rights, staff believes it is most prudent for these Sub-POA to dedicate such rights to the master PUD / POA with which the Town has an agreement. This will allow staff and the PUD to better manage the maintenance of these systems by funneling all easement and work request through the PUD and allowing the Town to deal directly with a single entity per PUD area.

The need or desire may also arise for owners of individual, single family parcels to dedicate easements necessary for storm drainage maintenance and construction by the Town. This policy will address those situations as well. The proposed policy as developed by Engineering staff and the Town Attorney's office is attached as Exhibit A.

TOWN OF HILTON HEAD ISLAND

PROCESS FOR AMENDING PUD/POA STORM WATER AGREEMENTS TO INCLUDE THE ACQUISITION OF ADDITIONAL SYSTEMS

[8-24-12]

The following shall be the a process whereby a Sub-POA or individual property owner located within a Master PUD / POA, which PUD / POA is party to an existing agreement with the Town for maintenance of their storm drainage system, may dedicate its storm drainage systems to that Master PUD / POA for inclusion in the Town's storm drainage maintenance responsibilities.

Whereas the Town has previously entered into a drainage agreement and easement agreement (collectively, the "Agreements") with a Planned Unit Development (PUD) or Property Owner's Association (POA), and an individual property owner or a smaller POA or regime (Sub-POA) operating within the limits and covenants of the major PUD or POA desires for inclusion of its storm drainage system in the Town's storm drainage maintenance responsibilities per the terms of the Agreements, they shall abide by the following process:

- The individual property owner or Sub-POA shall enter into an easement agreement with the PUD / POA dedicating access and maintenance rights over its communal storm drainage systems to the PUD / POA and cause for such agreement to be recorded with the Office of the Register of Deeds for Beaufort County. The Town will provide a standard agreement template to the PUD / POA for this purpose.
- For the purposes of these agreements and qualification for storm water services by the Town, communal storm drainage systems shall be defined as those which convey storm water runoff from a public road right of way, from a platted private road right of way within the PUD, from two or more parcels, or from an existing pond located on a parcel developed as residential multi-family. For the purposes of this policy, a pond shall be defined as a body of standing water with a permanent pool of greater than 500 square feet, which accepts and conveys runoff from surrounding parcels. Storm drainage systems which only convey runoff from the parcels on which they lie are not eligible for service by the Town, except for those ponds, and the systems that discharge from such ponds, which are located on a parcel developed as multi-family residential. The PUD / POA, individual property owner or Sub-POA may request that the Town verify the qualification of communal systems prior to the easement being recorded. The Town Engineer shall make the final determination of drainage patterns and qualification. PUD systems which convey no runoff from road rights of way or residential zoned parcels and receive only runoff from commercial zoned parcels are not eligible for storm water service by the Town.
- The widths of the easements shall comply with minimum requirements of the Land Management Ordinance (LMO), Section 16-5-606. Access to and connectivity of the systems must be provided.

- Once the individual property or Sub-POA easements are executed, the POA / PUD shall submit to the Town a written request to dedicate the newly acquired easements to the Town along with copies of the signed easements.
- The Town shall review the offer of dedication and accept those easements over communal systems which comply with the LMO easement standards.
- If accepted by the Town, the new easements shall be recorded by the individual property owner, Sub-POA, or PUD / POA, and the Town shall subsequently revise the easement exhibit which delineates the limits of the Town's maintenance responsibilities for the PUD / POA and cause for the Agreements to be amended and recorded with the Office of the Register of Deeds for Beaufort County as necessary.
- The Town is willing to accept offers of dedication at any time; however the master PUD/POA easement exhibit to the Agreements shall only be revised and recorded once per calendar year for all new systems accepted by December 31, and the actual services will not begin until July 1 of the following calendar year, as the Town must develop a budget for each fiscal year.
- If available, the Town requests the following documents be provided with the offer of dedication:
 - A list of known or perceived storm drainage deficiencies
 - Storm drainage plans or maps
 - Recorded Plats and/or Exhibits regarding access and drainage
 - Relevant Covenants regarding of access and drainage
 - Survey data or sealed construction drawings of any original development plans or infrastructure improvements.