



The Town of Hilton Head Island Regular Parks & Recreation Commission Meeting

**Thursday, November 14, 2013
3:30 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. Pledge of Allegiance to the Flag**
- 3. 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.
- 4. Swearing In of New Member – Mr. Michael B. Weaver**
- 5. Approval of Minutes**
 - a. Special Parks & Recreation Commission Meeting of October 24, 2013
- 6. Appearance by Citizens on Items Unrelated to Today's Agenda**
- 7. Reports**
 - a. Update from Island Recreation Association – Mr. Frank Soule
- 8. Unfinished Business**
- 9. New Business**
 - a. Proposed Chaplin Linear Park – Schematic Design Plans
- 10. Park Updates**
- 11. Park Commissioner Comments**
- 12. Adjournment**

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

**The Town of Hilton Head Island
Parks & Recreation Commission
Thursday, October 24, 2013
3:30 p.m.**

Members Present: Peter Keber, Fred Lowery, Heather Rath, Andrew Schumacher

Members Absent: Theresa Bennett, Janet Noonan

Town Council: Marc Grant

Town Staff: Jennifer Ray, Teri Lewis, Heather Colin, Shawn Colin

Other: Frank Soule, *Executive Director for Island Recreation Association*

I. Call to Order

Chairman Rath called the meeting to order at 3:30 p.m.

II. Pledge of Allegiance to the Flag

III. Freedom of Information 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.

IV. Approval of Minutes

The minutes of the regular Parks & Recreation Commission Meeting of July 11, 2013 were approved as presented.

V. Appearance by Citizens – None

VI. Unfinished Business - none

VII. New Business

- a. **Proposed 2014 Parks & Recreation Commission Schedule of Meetings:** In an effort to accommodate citizens that work during the day, the Parks & Recreation Commission will hold their April 10 and October 9 meetings at 6:00 p.m. at the Island Recreation Center.
- b. **Proposed Shelter Cove Community Park – Conceptual Master Plan.** Mrs. Jennifer Ray, Urban Designer, presented this conceptual master plan stating that 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 Conceptual Master Plan has been developed based on the program reviewed by the Parks & Recreation Commission as well as the Public Projects & Facilities Committee, and approved by Town Council.

Mrs. Ray reviewed the key features of the park which include a park entry with water feature; a central event lawn including shade structures, seating areas, and an event plaza with potential for public art; a festival lawn promenade including arbor swings

and interpretive signage; picnic shelters; a performance lawn including an elevated performance plaza and open air shelter; and a garden lawn with “back-of-house” staging. A long boardwalk with open-air pavilion at terminus is being considered in conjunction with the event plaza. Mrs. Ray stated that OCRM has insisted that the dock be water dependent which would result in the dock being 800 feet long and a narrow 10 feet wide.

Mrs. Ray reported that cost estimates have been prepared and the Conceptual Master Plan as seen fits within the budget. The Town would prefer that the pier be much shorter and approximately 20 to 30 feet wide.

Commissioner Lowery asked about the dimensions for the lawn and stated his concern about how fundraising events would be affected if the vendor set up area was too congested. Commissioner Lowery also stressed concern for adequate parking and the impact the cost of shuttles has on fundraising events.

Mrs. Ray stated that the same events will still be accommodated; the intent was to allow maximum flexibility – the set up may be different.

Commissioner Schumacher asked if there was a parking agreement in place with all concerned. Commissioner Schumacher also inquired about a noise ordinance for those living nearby.

Mrs. Ray stated that she did not have specifics on a shared parking agreement. Mrs. Ray reported that the Town is working with the Island Recreation Association on a parking solution. Mrs. Ray stated that there will be some landscaping for aesthetic purposes as well as for a separation of sound.

Chairman Rath stated that overall she loves the park aspects and location. Chairman Rath stated that it is very important to drive the retail business with the fundraising events and the mall. A wider dock with pavilion will be beneficial for the community as a whole as well as for businesses. A long and narrow dock will not do that.

Chairman Rath stated that she thinks the Harbour Town playground is a great park and she would like to see something similar at this Shelter Cove location. Chairman Rath also suggested that this playground should have “low post” fencing and the playground should have just one entrance and one exit. This could and should be a signature playground for Hilton Head Island.

Mr. Alan Perry, of the Island Recreation Center Board of Directors, stated that the biggest concern is the parking issue; if we do not have adequate parking, our festivals – which are vital to our existence - will be diminished.

Each Parks & Recreation Commissioner stressed that they are concerned about adequate parking for all events; noise ordinance; a larger playground; in favor of a shorter and wider dock that would be less invasive into the marsh; a lot depends on cost – is it better to not have a dock at all and allocate the dock money for other items in the park such as parking?

Mrs. Ray stated that there were no compromises made in this conceptual master plan with or without the dock.

Vice Chairman Keber made a motion to recommend this proposed Shelter Cove Community Park Conceptual Master Plan move forward to the Town's Public Projects and Facilities Committee and then on to Town Council. Commissioner Schumacher seconded the motion. The motion was approved unanimously.

VIII. Park Updates - none

IX. Park Commissioner Comments

X. Adjournment

There being no further business, the meeting adjourned at 4:10 p.m.

Respectfully submitted by Eileen Wilson

Approved by: _____
Heather Rath, Chairman

DRAFT



TOWN OF HILTON HEAD ISLAND

Department of Community Development

TO: Parks & Recreation Commission
FROM: Jennifer B. Ray, *ASLA, Urban Designer*
CC: Charles F. Cousins, *AICP, Director of Community Development*
DATE: November 1, 2013
SUBJECT: Proposed Chaplin Linear Park – Schematic Design Plans

Recommendation:

Staff recommends that the Parks & Recreation Commission make a recommendation to Town Council to approve the attached Schematic Master Plan for the Chaplin Linear Park to be used to further develop detailed plans for permitting and construction.

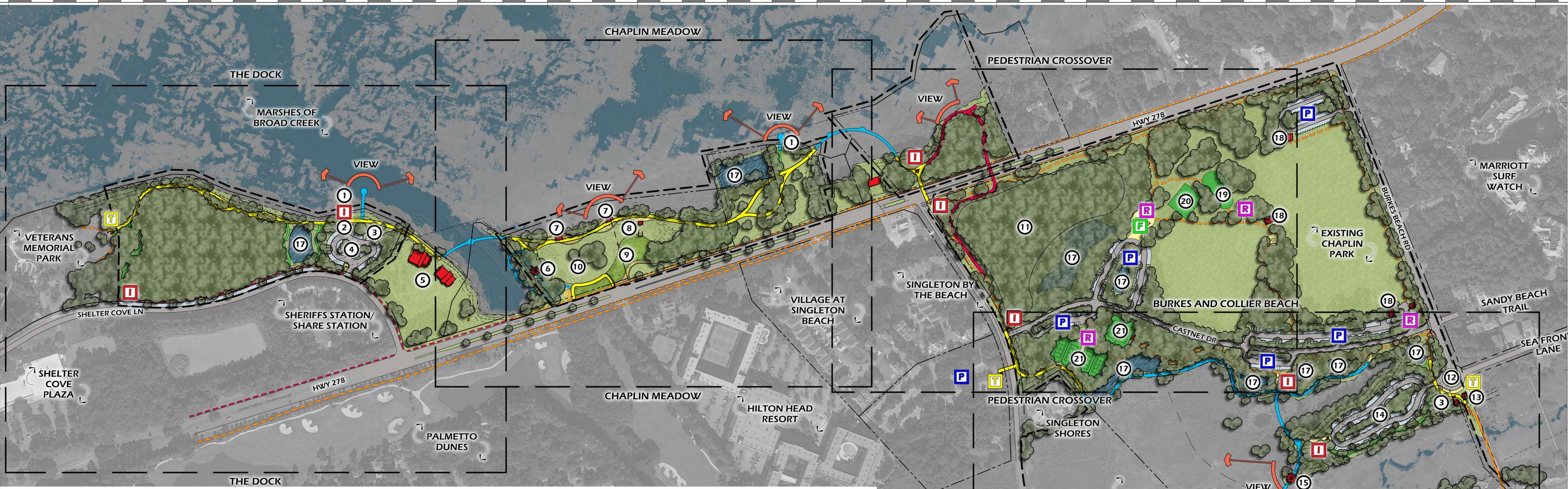
Summary:

Town Council identified Chaplin Linear Park and Boardwalk as one of its Targets for Action as a Top Priority. In August 2012, Council authorized staff to move forward with design, permitting, and construction for the park based on a concept plan that included gateways to the Broad Creek and the Atlantic Ocean, a linear park trail connecting the Shelter Cove area with Collier Beach Park, upgrades to Collier Beach Park, upgrades to Chaplin Park, pedestrian enhancements and crossings, enhanced parking, and additional signage. J.K. Tiller Associates has been hired by the Town of Hilton Head Island to provide detailed design, permitting, and construction phase services for the Chaplin Linear Park. The Schematic Master Plan has been developed based on the concept plan approved by Town Council.

Background:

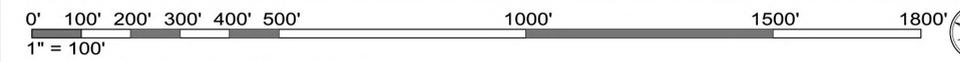
The Chaplin Linear Park will provide a unique opportunity for both recreation and environmental observation and education for Island residents and visitors. The linear park will connect the proposed Shelter Cove Community Park and the existing Veterans Memorial Park on Broad Creek to the existing Chaplin Park and Collier Beach Park on the Atlantic Ocean

Key features of the park as shown on the attached schematic master plan (prepared by J.K. Tiller Associates, dated September 20, 2013) include a 16' wide paved trail that follows the edge of the marsh; parking and restrooms; fishing & observation piers; a pedestrian bridge at the Broad Creek inlet; a tree house/observation tower and canopy walk; connections to existing park trails and pathways; a marsh-edge boardwalk; a nature pavilion; restrooms, changing rooms, and additional beach parking; a boardwalk across the folly connecting Chaplin Park to Collier Beach Park, and site furnishings and signage including trail head and information kiosks, interpretational signage, and way-finding.



CHAPLIN LINEAR PARK

THE TOWN OF HILTON HEAD



TRAIL SCHEMATIC MASTER PLAN

HILTON HEAD ISLAND, SOUTH CAROLINA
SEPTEMBER 20, 2013

PREPARED BY:
J. K. TILLER ASSOCIATES, INC.

Andrews Burgess Inc.

BALLANTINE

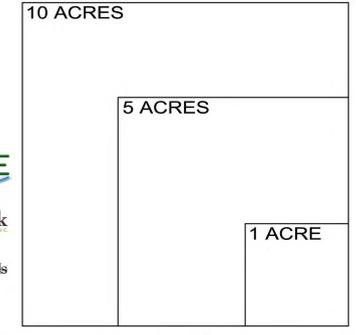
COURT ATKINS ARCHITECTS

Newkirk

TIRIO

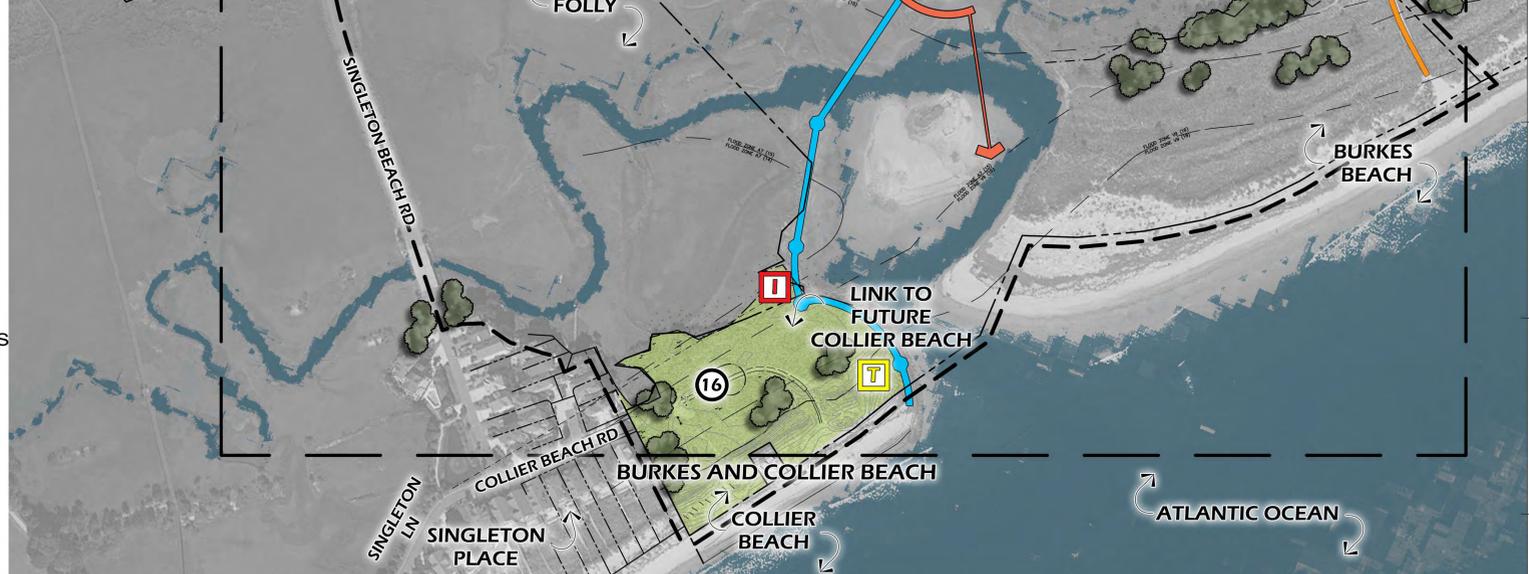
Wayne Edwards

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JKT Job Number: 201305-02



LEGEND

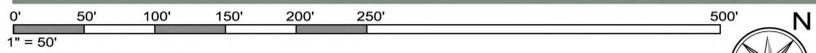
- SHARED TRAIL (16' WIDE)
- NATURE TRAIL (PERVIOUS, 6' WIDE)
- BOARDWALKS (6'-10' WIDE)
- HWY 278 CROSS OVER (FUTURE, 10' WIDE)
- WALKWAYS (ACCESS, 10' WIDE)
- EXISTING WALKS (SIDEWALK, TRAIL, BEACH ACCESS)
- PROPOSED TRAIL (TOHHI)
- PROJECT SITE / BOUNDARY
- I INFORMATION KIOSK
- T TRAIL HEAD / KIOSK
- F EXISTING CONCESSIONS
- P EXISTING PARKING
- R EXISTING RESTROOMS
- 1 DOCK / PIER
- 2 PLAZA / NODE
- 3 RESTROOMS
- 4 PARKING +/- 55 SP.
- 5 FUTURE RESTAURANTS / COMMERCIAL
- 6 TREE HOUSE
- 7 MARSH OVERLOOK
- 8 GULLAH CULTURAL PARK
- 9 MARSH TACKY SCULPTURE
- 10 OPEN / EVENT LAWN
- 11 FUTURE AQUATICS CENTER
- 12 BURKES BEACH DROP OFF
- 13 CHANGING ROOMS
- 14 PARKING +/- 150 SP.
- 15 NATURE LOOKOUT
- 16 FUTURE BEACH ACCESS
- 17 EXISTING LAGOON
- 18 EXISTING PAVILION
- 19 EXISTING PLAY STRUCTURE
- 20 EXISTING BASKETBALL COURTS
- 21 EXISTING TENNIS COURTS





CHAPLIN LINEAR PARK

THE TOWN OF HILTON HEAD



THE DOCK
SCHEMATIC PLAN
 HILTON HEAD ISLAND, SOUTH CAROLINA
 SEPTEMBER 20, 2013

PREPARED BY:
J. K. TILLER ASSOCIATES, INC.
 LAND PLANNING LANDSCAPE ARCHITECTURE
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 843.842.1000 jktiller.com

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BALLANTINE
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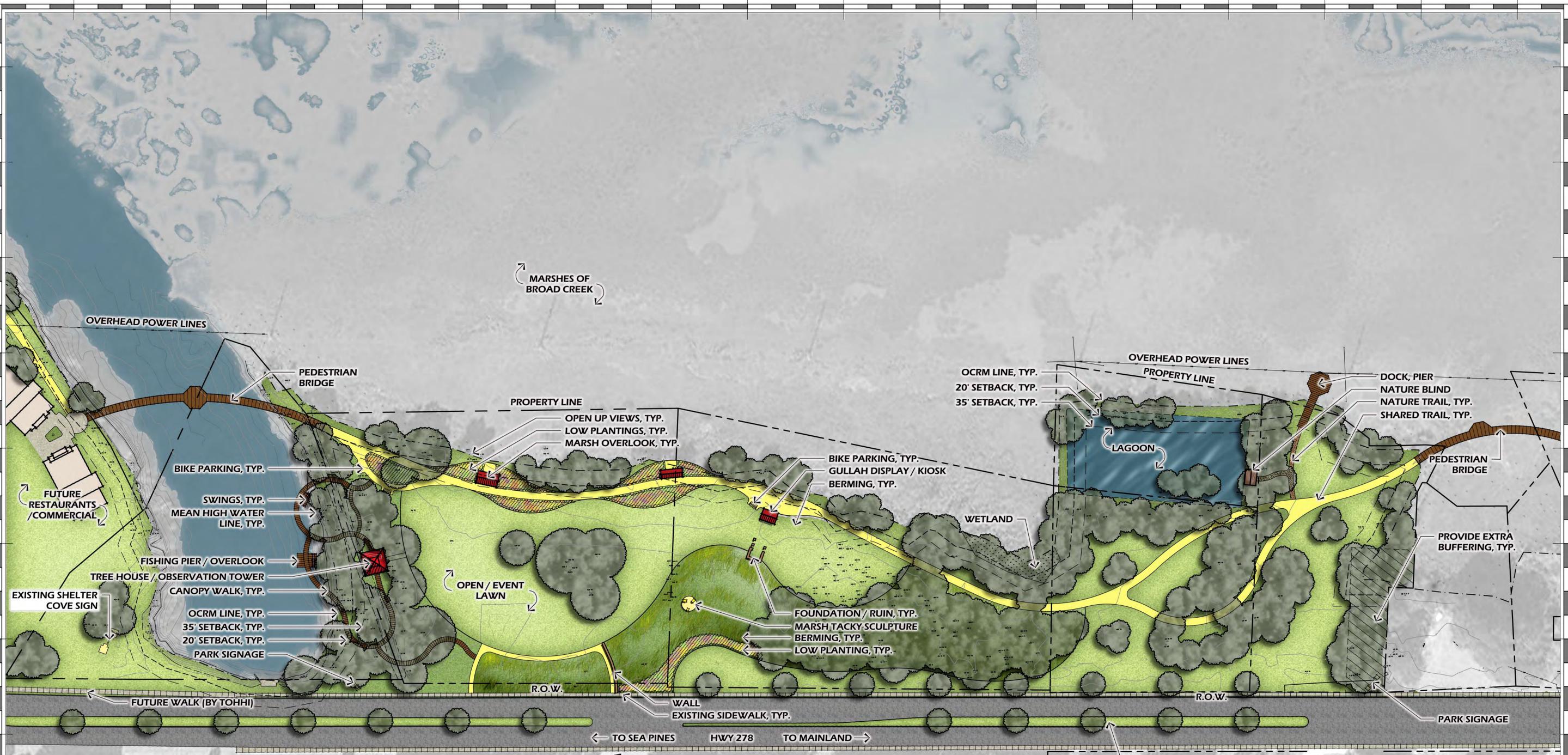
COURT ATKINS
 ARCHITECTS

Newkirk
 ENVIRONMENTAL INC.

TIRIO
 Trio Design Associates

Wayne Edwards

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 JKT Job Number: 201305-03



CHAPLIN LINEAR PARK

THE TOWN OF HILTON HEAD

0' 50' 100' 150' 200' 250' 500' N
1" = 50'

CHAPLIN MEADOW
SCHEMATIC PLAN
 HILTON HEAD ISLAND, SOUTH CAROLINA
 SEPTEMBER 20, 2013

PREPARED BY:
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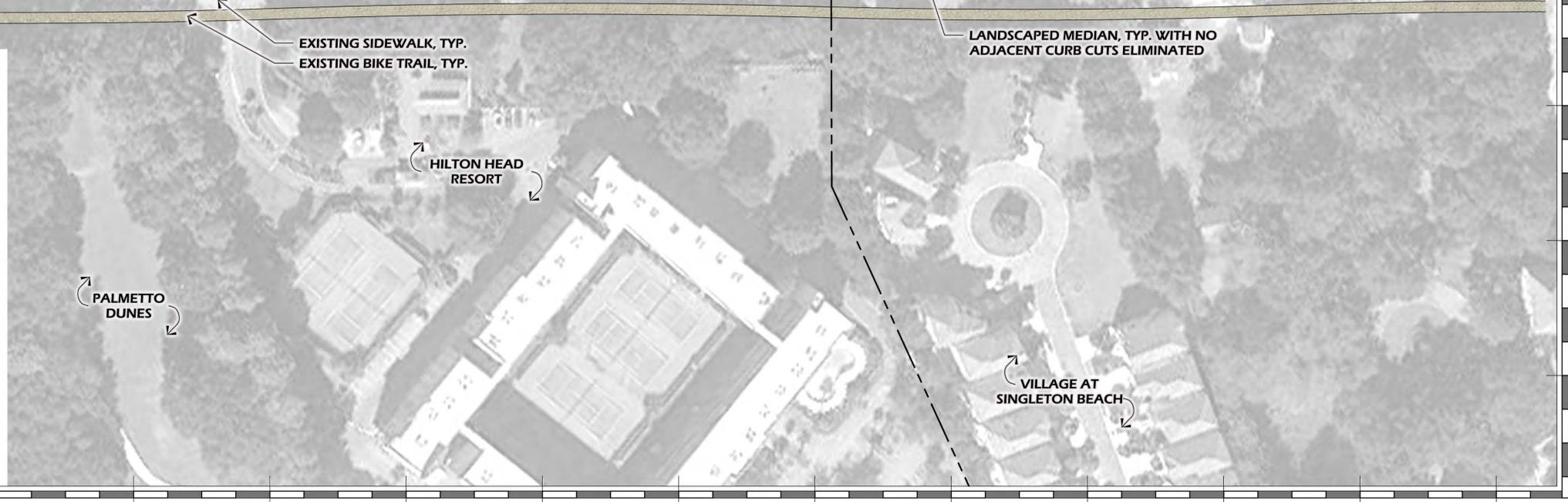
COURT ATKINS
ARCHITECTS

Newkirk
ENVIRONMENTAL INC.

TIRIO
Trio Design Associates

Wayne Edwards

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 JKT Job Number: 201305-03





CHAPLIN LINEAR PARK

THE TOWN OF HILTON HEAD

0' 50' 100' 150' 200' 250' 500' N
1" = 50'

PEDESTRIAN CROSSOVER SCHEMATIC PLAN

HILTON HEAD ISLAND, SOUTH CAROLINA
SEPTEMBER 20, 2013

PREPARED BY:
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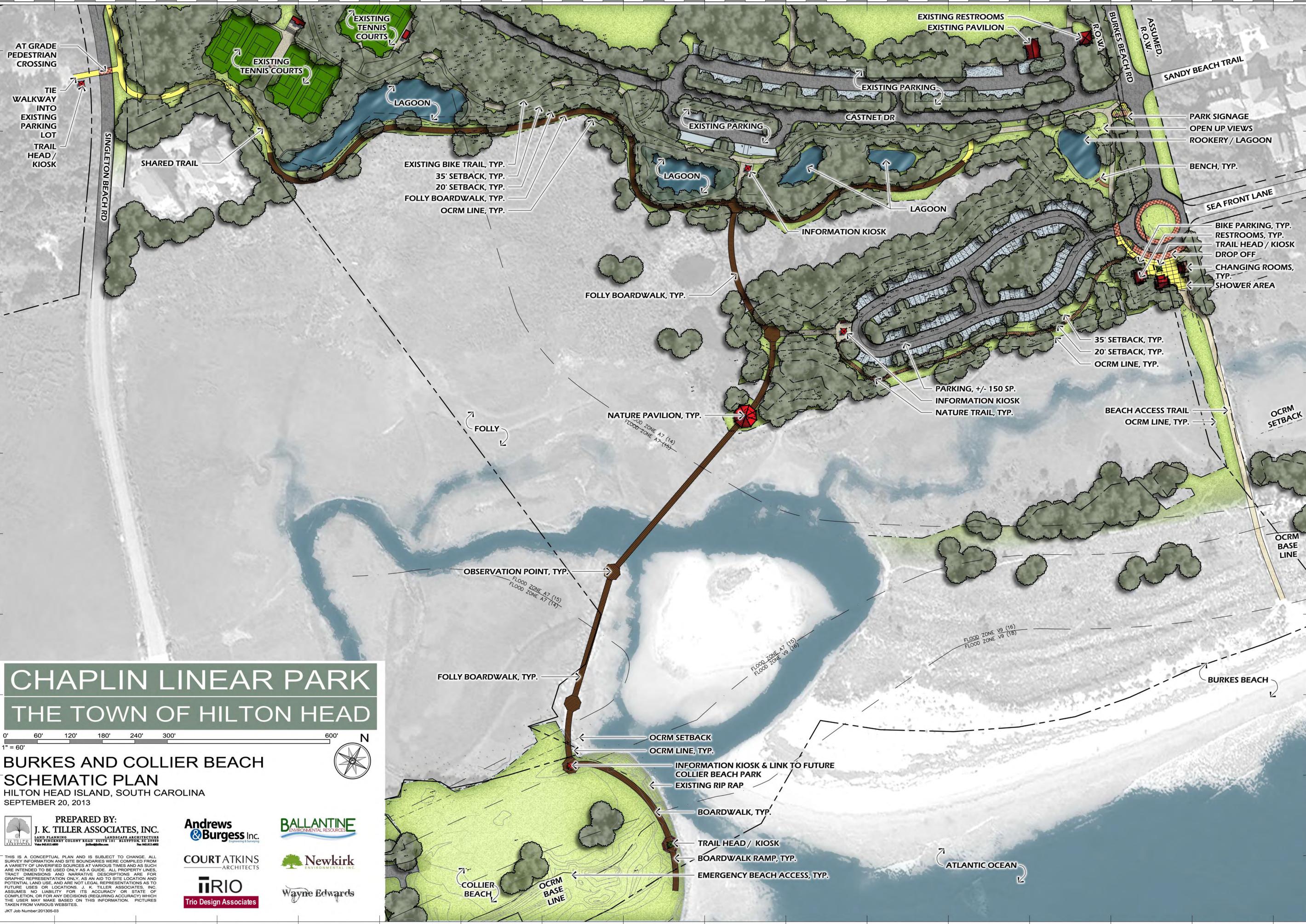
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CHAPLIN LINEAR PARK

THE TOWN OF HILTON HEAD

0' 60' 120' 180' 240' 300' 600' N
1" = 60'

BURKES AND COLLIER BEACH

SCHEMATIC PLAN

HILTON HEAD ISLAND, SOUTH CAROLINA
SEPTEMBER 20, 2013

PREPARED BY:
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Landscape Architects

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COURT ATKINS
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Newkirk
ENVIRONMENTAL INC.

TIRIO
Trio Design Associates

Wayne Edwards

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