



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

**Tuesday, September 2, 2014
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:
 - August 5, 2014
- 4. Unfinished Business**
- 5. New Business**
 - Memorandum of Understanding between The Town of Hilton Head Island and the Island Recreation Association – Amendment to Include the Management of the Rowing and Sailing Center at Squire Pope Community Park
 - Private Road Rights-of-Way Acceptance Policy-Status/Main Street Dedication
- 6. Adjournment**

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

TOWN OF HILTON HEAD ISLAND PUBLIC FACILITIES COMMITTEE

Date: August 5, 2014

Time: 2:00 P.M.

Members Present: Kim Likins, John McCann, Marc Grant

Members Absent: None

Staff Present: Scott Liggett, Jeff Buckalew, Darrin Shoemaker, Galen Knighten

Others Present: None

Media Present: Dan Burley, *The Island Packet*

1. Call to Order:

The meeting was called to order at 2:00 p.m.

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.

3. Committee Business:

Approval of Minutes: Councilman Grant moved to approve the Minutes of July 1, 2014. Councilman McCann seconded. The Minutes of July 1, 2014 were unanimously approved.

4. Unfinished Business:

5. New Business

• **Acquisition of Private Road Rights of Way**

Jeff Buckalew, Town Engineer stated staff recommends the Public Facilities Committee endorse to Town Council the acquisition of road rights of way on the following four private roads – Murray Avenue, Alfred Lane, Cobia Court and Aiken Place.

As part of the Town's Capital Improvement Program, funding was increased this fiscal year to more aggressively pursue acquisition of private road rights of way. Staff recommends these four roads be accepted based on a ratings analysis of the existing private roads on Hilton Head Island. If those are acquired, staff shall subsequently recommend they be dedicated to the County for rehabilitation and perpetual maintenance.

The primary objective of this program is to acquire rights of way on selected private roads, with the intent of transferring these roads to the County for improvements and maintenance. These acquisitions are prioritized based on a rating scheme which emphasizes public safety, the condition of the road, and the number of dwellings served. \$50,000 has been budgeted this fiscal year for acquisition purposes only. This shall entail the survey and legal costs necessary for acquisition and is not intended for compensation to property owners or physical improvements of the infrastructure.

Chairman Likins asked Mr. Buckalew if staff had spoken to the property owners. Mr. Buckalew said no they have not as yet. Once we get the survey and we lay out where we think the road should go and how much property we need from each property owner, then I will recommend with the Town Attorney we will hold a Town Meeting to invite all the affected owners, lay out the plats, etc.

Chairman Likins asked for public comment. A gentleman whose name was not audible asked once the survey is done how would they know so they could contact the members of the family so they all could attend the meeting. Mr. Buckalew said when they send out surveyors they will send a notification letter to everyone and would also let them know when the meeting would be.

Dot Law, President of Marshland-Chaplin-Gardner POA stated she was very pleased that you are considering paving the roads since that is an issue that needs to be dealt with. The families will have to make that decision and I hope they will.

Richard Jackson stated the item before you today is the acquisition of four road rights of way to the Town. In addition to these 4 you now have before Council 3 roads for condemnation proceedings and the 7 roads that you tried to give the County in 2012. That brings the total in this process to 14 and as you say you will have them for perpetual maintenance. My question today is where does that money come from? The summary says they will be submitted to the County for rehabilitation and perpetual maintenance. Does that mean paving? The County has told you they will never take these roads or any other Hilton Head roads. They estimate the cost to pave a mile of dirt road at \$500,000. That leads one to believe that maintaining these roads will have to come out of the Town's budget and it does pose a bit of a quandary that the 10 year CIP budget projection shows just over \$4,000,000 in being spent on roads while pathways get \$11.4 million. How does this serve the public interest and what does that leave the Community with an interest in these roads to believe – how are they going to be paved?

Councilman Grant told the Committee he will have to recuse himself when the Committee votes on Aiken Place because that is his family.

Councilman McCann moved that they accept the proposal in front of them for Murray Avenue. Councilman Grant seconded. The motion passed unanimously.

Councilman McCann moved that they accept the proposal in front of them for Alfred Lane. Councilman Grant seconded. The motion passed unanimously.

Councilman McCann moved that they accept the proposal in front of them for Cobia Court. Councilman Grant seconded. The motion passed unanimously.

Councilman Grant recused himself and left the dais prior to the vote for Aiken Place. Councilman McCann moved that they accept the proposal in front of them for Aiken Place. Chairman Likins seconded. The motion passed unanimously.

6. Adjournment:

Councilman McCann moved to adjourn. Councilman Grant seconded the motion. The meeting was adjourned at 2:23 p.m.

Respectfully Submitted,

Karen D. Knox
Senior Administrative Assistant

DRAFT



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Public Facilities Committee
VIA: Scott Liggett, *Director of Public Projects & Facilities*
FROM: Nicole Dixon, CFM, *Senior Planner*
CC: Charles Cousins, AICP, *Director of Community Development*
DATE: August 26, 2014
SUBJECT: Memorandum of Understanding between the Town of Hilton Head Island and the Island Recreation Association - Amendment to Include the Management of the Rowing and Sailing Center at Squire Pope Community Park

Recommendation: Staff recommends that the Memorandum of Understanding (MOU) between the Town of Hilton Head Island and the Island Recreation Association be amended to include the management and operation of the Rowing and Sailing Center at Squire Pope Community Park and that such Agreement be forwarded to the full Town Council with a recommendation of approval.

Summary: The Town owns the property known as the Rowing and Sailing Center at Squire Pope Community Park. The park is currently under construction, with an estimated construction end date of October 2014. The Island Recreation Association will manage the operation of the park, which will involve the coordination of special events, scheduled rowing, sailing and other paddle craft programs and activities, as well as picnic pavilion usage.

Background: The Town currently has an MOU with the Island Recreation Association, entered into on April 3, 2012, regarding the management and operation of the Island Recreation Center, Jarvis Creek Park, Shelter Cove Community Park, Crossings Park, Bristol Sports Arena, Barker Field Extension, Chaplin Community Park and Tennis Courts and the Cordillo Tennis Courts. The proposed amendment to the MOU is to include the management and operation of the Rowing and Sailing Center at Squire Pope Community Park. As shown in the attached operation plan, the Island Recreation Association will manage and operate the Rowing and Sailing Center at Squire Pope Community Park as it does the other Town parks listed in the agreement.

STATE OF SOUTH CAROLINA)
) MEMORANDUM OF UNDERSTANDING
COUNTY OF BEAUFORT) ADDENDUM

THIS MEMORANDUM OF UNDERSTANDING ADDENDUM is made and entered into this _____ day of _____, 2014, by and between the Town of Hilton Head Island, South Carolina, (hereinafter referred to as the “Town”), and the Hilton Head Island Recreation Association, Inc., a South Carolina not-for-profit corporation (hereinafter referred to as the “Association”).

WHEREAS, the Town recognizes the need for providing for recreational services and facilities throughout the Town; and

WHEREAS, the Town owns the Island Recreation Center, Shelter Cove Community Park, Jarvis Creek Park, Crossings Park, Bristol Sports Arena, Barker Field Extension, Chaplin Community Park and Tennis Courts, and the Cordillo Tennis Courts, all located within the Town; and

WHEREAS, the Town and the Association entered into a Memorandum of Understanding and an Agreement wherein the Association will manage and operate the Island Recreation Center, Shelter Cove Community Park, Jarvis Creek Park, Crossings Park, Bristol Sports Arena, Barker Field Extension, Chaplin Community Park and Tennis Courts, and the Cordillo Tennis Courts on April 3, 2012; and

WHEREAS, the Town owns the Rowing and Sailing Center at Squire Pope Community Park, which is located within the Town; and

WHEREAS, the Town and Association desire to amend the Memorandum of Understanding and the Agreement in order to provide for the Association’s management and operation of the Rowing and Sailing Center at Squire Pope Community Park.

NOW, THEREFORE, for and in consideration of the mutual promises, undertakings and covenants set forth herein, the receipt and sufficiency of which is acknowledged and affirmed by the Town and the Association, the parties hereto agree to amend the Memorandum of Understanding and Agreement as follows:

Memorandum of Understanding:

1. The Rowing and Sailing Center at Squire Pope Community Park shall be added to the Memorandum as a property owned by the Town and managed by the Association.

Exhibit A, Agreement:

1. The Rowing and Sailing Center at Squire Pope Community Park shall be added to Exhibit A, the Agreement, as a property owned by the Town and managed by the Association.
2. Paragraph 1.20 shall be added and read as follows:

1.20 *Rowing and Sailing Center at Squire Pope Community Park:* When used herein, “Rowing and Sailing Center at Squire Pope Community Park” shall mean and refer to the existing park

located at 133 Squire Pope Road, Hilton Head Island, South Carolina, and which is shown and described on the pictorial thereof attached hereto as Exhibit B.9; and which is owned by the Town.

3. Paragraph 2.02(a)(8) shall be added and read as follows:

(8) the hours of operation of the Rowing and Sailing Center at Squire Pope Community Park shall be between 7:00 am and sunset.

4. The Rowing and Sailing Center at Squire Pope Community Park shall be added to 2.04 (g).

5. The Rowing and Sailing Center at Squire Pope Community Park shall be added to paragraph 5.01 (g) , 5.05, and 5.06.

Exhibit B A copy of the site plan for the Rowing and Sailing Center at Squire Pope Community Park shall be added to Exhibit B.

Exhibit G The Fee Schedule for the Rowing and Sailing Center at Squire Pope Community Park shall be added to the Fee Schedules for Parks and Tennis Courts.

Exhibit H, Operation Plan for Rowing and Sailing Center at Squire Pope Community Park shall be added to the Memorandum.

All other terms and conditions of the Memorandum of Understanding and the Agreement shall remain the same and continue in effect.

IN WITNESS WHEREOF, the parties hereto have affixed their signatures hereto the date first written hereinabove.

WITNESSES:

HILTON HEAD ISLAND RECREATION ASSOCIATION, INC.

_____ By: _____

_____ Attest: _____

WITNESSES:

TOWN OF HILTON HEAD ISLAND

_____ By: _____
Drew A. Laughlin, Mayor

_____ Attest: _____
Stephen G. Riley, ICMA-CM, Town Manager

Operation Plan for the Rowing and Sailing Center at Squire Pope Community Park

a) Hours of Operation: 7:00 am until sunset

b) Method for Scheduling Programs:

The Association's scheduling process is to create balance between the use of the general public and scheduled programs and events. A schedule will be posted at the park and on the Association's website to inform the public. The Association shall schedule all lessons, programs, events and shelter usage. When rowing and sailing events and other activities are scheduled at the park, the Association shall ensure proper signage is installed in advance so the general public will have sufficient notice. For all regattas, races or community events, the organizer shall provide an on-site supervisor to coordinate the event and assist the public.

c) Fees:

The Association will recommend a fee schedule that will be reviewed and approved by Town Council. The Association will handle collection of all fees associated with the usage of the park.

d) Permitted Activities:

All rowing and sailing related programs and events shall be permitted only upon prior approval by the Association's Executive Director. These programs may include rowing or sailing lessons for children and adults, rowing or sailing team practices, regattas and other related events.

The public may use the park for water activities such as rowing, sailing, non-motorized boats, kayaking, paddle boarding, fishing, and other non-water related activities such as birthday parties and other gatherings. The public may use the park on a daily basis without reservations, but cannot interfere with programmed uses or scheduled events. Use of the pavilion for parties, events, etc. shall be scheduled through the Association. Public access to the park will be provided continuously and any one user group, program or event shall not preclude the use of the facility by the general public unless expressly authorized by the Town.

Commercial business ventures are prohibited at the park unless otherwise permitted by the Association's Executive Director.

No moorage of motorized vessels is permitted. The dock is restricted to paddle craft and sail boats only. The park is closed from sunset until 7 am. The Town shall approve the overnight storage of any vehicles, trailers or boats, upon recommendation of the Association, except for the boats to be used by the Association for the programs or otherwise permitted by the Association's Executive Director.

The following requirements must be met in order to be considered for approval of programs or events at the park:

- 1) Must provide certificate of liability insurance to the Association naming both the Town of Hilton Head Island and the Hilton Head Island Recreation Association as additionally

insured 30 days before usage. Must provide to the Association proof of a workers' compensation insurance policy covering all employees 30 days before usage.

- 2) Must provide to the Association proof of a Town business license, if required, and all other permits must be in good standing with the Town of Hilton Head Island.
- 3) Must provide a job description outlining the details of the duties for an on-site supervisor during any programs or events. Description will be approved by the Association. Must provide an on-site supervisor to be at the park 30 minutes before each scheduled usage and remain during the programs or events.
- 4) Must be able to demonstrate the ability to work with all users of the facilities to create a balance between public use and program/event activities.
- 5) Must demonstrate the ability to pay for the use of the facilities within 10 business days of the conclusion of use.

e) Daily Maintenance:

The maintenance shall be provided by the Town of Hilton Head Island's Facilities Management Division.

f) Safety inspections:

The Town of Hilton Head Island shall perform daily inspections of the facilities for safety issues.

g) Security and safety protocols:

The Association shall work with the Beaufort County Sheriff's Office, the Town's Facilities Management Division and the public users in order to provide a level of vigilance and security for these facilities. If an issue arises, depending on the level of concern, people shall be encouraged and advised to call either 911 for assistance by BCSO or to contact the Island Recreation Association main office number for assistance with their concern.

h) Staffing:

The Association shall employ an individual who shall be responsible for the day-to-day management and implementation of programs at the sailing and rowing center/park. This employee shall be responsible for the coordination of the daily schedule, programs and events as well as community volunteers. The Association's staff shall work with the Town of Hilton Head Island to coordinate daily maintenance.

i) Funding for the operation of the rowing and sailing center/park:

The Association shall provide an annual budget to the Town of Hilton Head Island, which shall outline the program and event operations. The budget shall be approved by the Association's Board of Directors before being submitted to the Town.



Jarvis Creek Park / Rowing and Sailing Center at Squire Pope Community Park Pavilion Request Form

Organization/Family Name: _____

Email: _____ Business License # _____

Address: _____ City _____ State _____ Zip _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Purpose of Function: _____

Date(s) Needed: _____ Estimated Attendance: _____

Is this a function in which you will be charging the public a fee to attend? Yes No

____ JARVIS CREEK PARK PAVILION

____ Pavilion #1 (next large playground and lake)

____ Pavilion #2 (next to smaller playground to the right as you enter the park)

____ Pavillion #3 (next to field)

____ PAVILION AT THE ROWING & SAILING CENTER AT SQUIRE POPE COMMUNITY PARK

Circle Time – Fee is \$25/per block (times change with daylight savings):

March - October:	7am-Noon	Noon-4pm	4pm-Sunset
Nov. – Feb.:	7am-1pm	1pm-6pm	

PLEASE CLEAN UP AFTER YOURSELF! PICK UP ALL TRASH IN AND AROUND THE PAVLIONS AND TAKE YOUR GARBAGE WITH YOU. BAGS ARE LOCATED AT THE BOTTOM OF THE TRASH BIN.

Because we offer the pavilions at these parks to organizations and families as a community service; our fees are minimal. In return, we require that you comply with the attached policies and procedures and treat the facility in a responsible manner. By signing this form, the organization or family agrees to comply with policies and procedures governing the Park use. Failure to comply can result in the following: jeopardizing rights for future use; and/or legal action.

Signature: _____ Date: _____

Print Name: _____

OFFICE USE ONLY:

REQUEST APPROVED: YES _____ NO _____ DATE: _____

RENTAL FEE PAID: CC _____ CASH/CHECK # _____ DATE _____ EMPLOYEE: _____



Return to: Island Recreation Association
P.O. Box 22593 HHI, SC 29925
P – (843) 681-7273
F – (843) 681-3754



POLICIES AND PROCEDURES FOR THE PAVILIONS AT JARVIS CREEK PARK *and* THE SAILING AND ROWING CENTER AT SQUIRE POPE COMMUNITY PARK

Operating hours are 7am to sunset Monday through Sunday. Exceptions to operating hours can be made for approved events.

The Pavilions are available to reserve Monday through Sunday for a maximum of four hours and limited to 200 people. Fee to use the shelter is \$25/per four-hour time block. Based on the impact to the park, events exceeding the limit of 500 people will need special review by the Association and Town staff.

The Island Recreation Association manages both the Jarvis Creek Park and the Sailing and Rowing Center at Squire Pope Community Park. The Association's employees have the authority and will enforce all rules and regulations governing the use of the Parks.

Any organization, group, or person using the parks will be held responsible for any and all damages that may occur as a result of improper use. Any organization, group or person improperly using the parks may be banned from future park usage.

Persons using the park shall obey all posted signs.

The Island Recreation Association must first approve any decorations and the placement of such.

No person(s) shall willfully mark, deface, disfigure, tamper with, displace or remove any part thereof of the parks.

Groups and individuals using the parks will be expected to leave the park clean and in good condition. All waste paper and litter must be put in the proper receptacles. The Association and the Town of Hilton Head Island will not be responsible for any property that is left on the premises by individuals or groups using the parks.

Any activity in the parks must be conducted according to applicable laws, policies and procedures.

The Association reserves the right to reject any application and/or waive any or all charges and fees as determined to be in the community's best interest.

Office Administrator of the Association approves all rental requests.

Appeal: In the event an applicant is denied approval for a non-special event (an event anticipated to have five hundred [500] or less people at any one time), an appeal may be made to the Town Manager. The Town Manager shall make a decision within seven (7) days granting or denying the appeal. The Town Manager's decision shall be final.

In the event an applicant is denied approval for a special event (as defined in Town Code Section 17-12-115 [a(1), (2), (3)]), an appeal shall be made in accordance with Town Code Section 17-12-124.

Special Event Park Request Form

Organization: _____ Primary Contact: _____

Business License # _____ Purpose of Function: _____

Email: _____ Address: _____

Home Phone: _____ Work Phone: _____ Cell Phone: _____

Date(s) Needed: _____ Estimated Attendance: _____

PLEASE SELECT WHICH PARK YOU ARE REQUESTING:

_____ Shelter Cove Community Park

_____ Jarvis Creek Park

_____ The Sailing and Rowing Center at Squire Pope Community Park

Will you be charging the public to attend this event? _____ YES _____ NO

Are you submitting for a Town of Hilton Head Island Special Event permit? _____ YES _____ NO
Any event over 500 people is required to have a special event permit

Will you be serving alcohol? _____ YES _____ NO

Events serving or selling alcohol are required to have alcohol liability insurance naming the Town of Hilton Head Island and the Island Recreation Association additionally insured. If alcohol is being sold, a beer/wine or liquor permit must be obtained through the SC dept. of Revenue – Alcohol Beverage Licensing Dept.

Do you have event liability insurance _____ YES _____ NO

All Events must obtain an event liability policy naming the Town of Hilton Head Island and the Island Recreation Association additionally insured and provide a copy 30 days prior to the event.

Will you have vendors at your event? _____ YES _____ NO

All vendors must have a Hilton Head Island Business license

Fee: \$750/for-profit organizations, \$350/non-profit organizations (Must provide 501(c)3 letter from the IRS)

By signing this form, the organization or family agrees to comply with policies and procedures governing the Park use. Failure to comply can result in the following: jeopardizing rights for future use; and/or legal action.

Signature: _____ Date: _____

Print Name: _____

Office Use Only:

Request Approved: Yes _____ No _____ Date: _____

Rental Fee Paid: Yes _____ V/MC CASH CHECK # _____ Date: _____

Approved By: _____



Return to: Island Recreation Association
P.O. Box 22593 HHI, SC 29925
P – (843) 681-7273
F – (843) 681-3754



POLICIES AND PROCEDURES FOR RENTAL FOR THE SHELTER COVE COMMUNITY PARK AND ROWING & SAILING CENTER AT SQUIRE POPE COMMUNITY PARK

Shelter Cove Community Park's and the Rowing and Sailing Center at Squire Pope Community Park's normal operating hours are 7 am to sunset Monday through Sunday. Exceptions to operating hours can be made for approved events.

The Island Recreation Association manages the Shelter Cove Community Park and the Rowing and Sailing Center at Squire Pope Community Park. The Association's employees have the authority and will enforce all rules and regulations governing the use of the Parks.

Any organization, group, or person using the park will be required to have event liability insurance and if the event is serving alcoholic beverages, additional alcoholic liability insurance will be required. Both the Island Recreation Association and the Town of Hilton Head Island must be named "additionally insured" on these policies.

The Association, at its discretion, and in consideration of traffic circulation, security, safety, parking, or all of these, may deny the issuance of an event in the case of two (2) or more events proposed to occur on the same day. In a case such as the aforementioned, application approval preference shall be granted to an exempt organization(s) under 501C3 of the IRS code of 1986. In the case of two (2) or more exempt organizations proposed to conduct an event on the same day; preference will be given to the exempt organization that first completed an application.

A refundable deposit of up to \$1,000 is required of all groups, organizations and individuals renting the parks. This deposit is due on the day before set-up at the parks begins.

Any organization, group, or person using the parks will be held responsible for any and all damages that may occur as a result of improper use. Any organization, group or person improperly using the parks may be banned from future park usage.

Persons using the park shall obey all posted signs.

The Island Recreation Association must first approve any decorations and the placement of such.

No person(s) shall willfully mark, deface, disfigure, tamper with, displace or remove any part thereof of the parks.

Groups and individuals using the parks will be expected to leave the park clean and in good condition. All waste paper and litter must be put in the proper receptacles. The Association and the Town of Hilton Head Island will not be responsible for any property that is left on the premises by individuals or groups using the parks.

Any activity in the parks must be conducted according to applicable laws, policies and procedures.

The Association reserves the right to reject any application and/or waive any or all charges and fees as determined to be in the community's best interest.

Special Events Director of the Association approves all rental requests.

Appeal: In the event an applicant is denied approval for a non-special event (an event anticipated to have five hundred [500] or less people at any one time), an appeal may be made to the Town Manager. The Town Manager shall make a decision within seven (7) days granting or denying the appeal. The Town Manager's decision shall be final.

In the event an applicant is denied approval for a special event (as defined in Town Code Section 17-12-115 [a(1), (2), (3)]), an appeal shall be made in accordance with Town Code Section 17-12-124.

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: Dedication of Private Road Rights of Way - portion of Main Street, from Whooping Crane Way to Wilborn Road, Central Avenue, Museum Street, Merchant Street and a portion of Meeting Street

Date: August 28, 2014

Staff has been approached by Main Street Realty seeking to dedicate a portion of Main Street, from Whooping Crane Way to Wilborn Road, Central Avenue, Museum Street, Merchant Street and a portion of Meeting Street (see Exhibit B). Additionally, the applicant asserts to have assignable rights within the utility easements “to construct, erect, maintain and use sidewalks and pedestrian pathways, utilities, storm sewers and storm water runoff.” The utility easement is 10 feet wide and adjacent and parallel to the exterior boundary of each parcel. Conceivably these easements could assist in the future development of sidewalks and pathways.

Staff is seeking to determine what, if any, interest the Public Facilities Committee recommends Town Council have in accepting these roads. Currently, the roads are in poor condition. There are immediate maintenance needs including areas full depth pavement replacement, pothole patching, repair of heaved roadway and curb, repair of pavement subsidence plus installation of pavement markings and signage.

In accordance with the Policy for the Dedication and Acceptance of Private Road Rights of Way was revised by Town Council in July, 2014, Staff, in conjunction with the applicant has attempted to assess the following:

- A clear and compelling public purpose achievable through the dedication of right of way to the Town.
- A primary benefit to the community-at-large rather than the primary benefit of simply relieving the road owner of maintenance responsibilities and shifting the burden to the Town.

- The benefit to the public roadway network via interconnection of existing adjacent publicly owned streets.
- The creation of an alternate publicly owned route to William Hilton Parkway and other major and minor arterial streets.
- The provision of access to Town owned property or critical public facilities.

Of the roads in question, only Main Street is classified as a “collector” or higher.

Main Street (from Whooping Crane Way to Wilborn Road)

Clear and compelling public purposes for public acceptance of the Main Street road right of way are to provide consistency of ownership throughout the “Main Street” commercial corridor, provide potential opportunity to enhance pedestrian facilities in this commercial area that is important to the island’s economy and links to the public school campus. Future pathway and sidewalks projects could greatly improve safety conditions where pedestrians, many of which are school children, currently walk in the road or along narrow shoulders. Acquisition of this road may also facilitate a future CIP project to realign the road to oppose Bus Drive on Wilborn Road and create a safer and more efficient intersection for school traffic. Acquisition of this road right of way would also enhance the publicly owned alternate routes to William Hilton Parkway as a detour or to reduce congestion. The public would also benefit from the upgrades to standard traffic control measures along this road, including edge lines, center lines, and the use of breakaway AASHTO-compliant sign standards. Public ownership would ensure this heavily traveled road is properly maintained.

The road is classified as a minor arterial in the LMO and serves approximately 10,000 vehicles per day. Many of the users are thought to be “through” motorists, using the road as an alternate route to William Hilton Parkway and not necessarily have destinations on Main Street.

At its western terminus, this road connects to Wilborn Road which is owned by the South Carolina Department of Transportation. The Town currently owns the eastern portion of Main Street and is separated from the road in question only by the 200’ wide Whooping Crane Way right-of-way. Acquisition of this road right of way has the potential to enhance access to the Town’s stormwater system (Main Street canal, upstream of the Jarvis Creek Pump Station).

There may not be sufficient room to provide a pedestrian facility in this existing right of way, but use of the aforementioned easements could facilitate sidewalk/pathway construction.

Museum Street

Staff finds there is a public benefit in accepting this road given that it includes a signalized connection with William Hilton Parkway, across from the heavily-traveled Pembroke Drive, and it contains access points that serve two high-volume restaurants and a hotel. This road sees more demand than the other side streets roads connecting Main Street to William Hilton Parkway, but the road does not meet the functional classification or right of way requirements of the policy.

If Main Street west of Whooping Crane were publicly owned, then accepting this road would provide a direct benefit to the public roadway network via interconnection of existing adjacent publicly owned streets and this this road would enhance an alternate publicly owned route to William Hilton Parkway.

There is not sufficient room to provide a pedestrian facility in this existing right of way, but use of the aforementioned easements could facilitate sidewalk/pathway construction.

Merchant Street

Staff finds that accepting this road would create an opportunity to rectify some existing traffic control deficiencies that would enhance public safety (i.e. there are no advanced crosswalk warning signs, no edge lines surrounding raised medians).

If Main Street west of Whooping Crane were publicly owned, then accepting this road would provide a direct benefit to the public roadway network via interconnection of existing adjacent publicly owned streets and this this road would enhance an alternate publicly owned route to William Hilton Parkway.

The Merchant Street road infrastructure encroaches upon and extends outside of the western right of way boundary. This is a concern.

There is not sufficient room to provide a pedestrian facility in this existing right of way, but use of the aforementioned easements could facilitate sidewalk/pathway construction.

Central Avenue

Staff finds that accepting this road would create an opportunity to rectify some minor existing traffic control deficiencies that would enhance public safety (i.e. there are no advanced crosswalk warning signs, no edge lines surrounding raised medians).

If Main Street west of Whooping Crane were publicly owned, then accepting this road would provide a direct benefit to the public roadway network via interconnection of existing adjacent publicly owned streets and this this road would enhance an alternate publicly owned route to William Hilton Parkway.

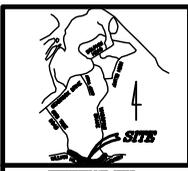
The Central Avenue road infrastructure encroaches upon and extends outside of the western right of way boundary. This is a concern.

There is not sufficient room to provide a pedestrian facility in this existing right of way, but use of the aforementioned easements could facilitate sidewalk/pathway construction.

Meeting Street

Staff finds no public purpose in accepting this road. This dead end road meets none of the subjective criterion of the policy and simply serves as a private driveway to two church properties that generate very little traffic during weekdays.

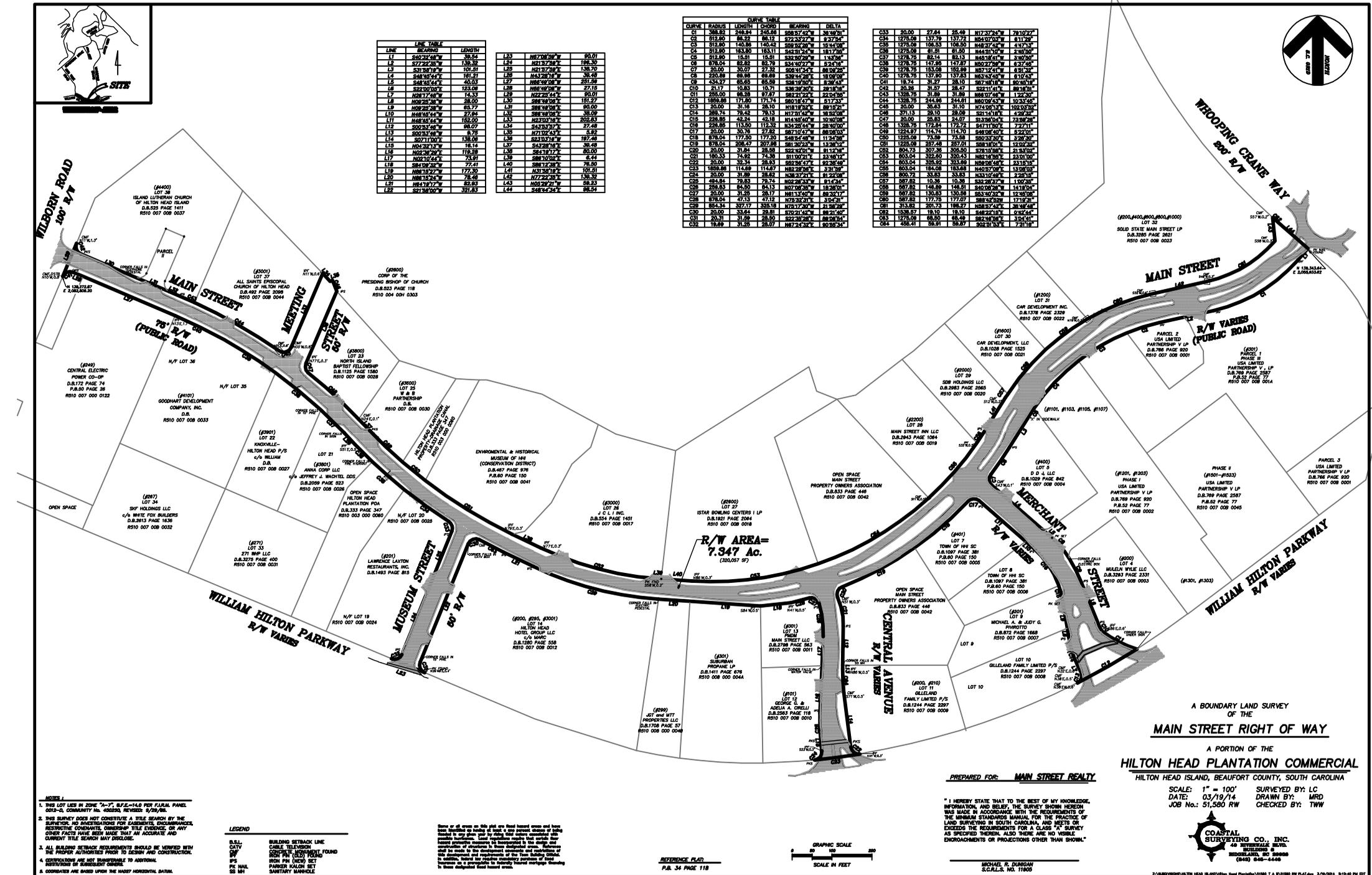
EXHIBIT B



LINE	BEARING	LENGTH	LINE	BEARING	LENGTH
L1	S20°24'48"W	50.54	L23	N67°28'29"W	60.07
L2	S77°22'28"W	136.32	L24	N21°27'29"E	166.30
L3	S31°58'19"W	101.51	L25	N21°27'29"E	138.70
L4	S46°54'47"E	107.21	L26	N43°28'14"W	38.48
L5	S46°54'47"E	40.53	L27	N88°52'05"W	261.69
L6	S22°00'05"E	123.08	L28	N88°52'05"W	27.19
L7	N28°17'48"W	74.33	L29	N22°22'24"E	60.07
L8	N09°32'22"W	27.24	L30	S88°52'05"W	151.79
L9	N09°32'22"W	65.77	L31	S88°52'05"W	60.00
L10	N48°38'24"W	27.24	L32	S88°52'05"W	38.09
L11	N08°34'24"W	150.00	L33	N43°28'14"W	202.63
L12	S00°32'48"W	98.07	L34	S43°28'14"W	27.48
L13	N08°34'24"W	9.78	L35	S71°04'47"E	8.82
L14	N02°11'00"E	138.08	L36	S43°28'14"W	137.48
L15	N04°32'17"E	18.14	L37	S43°28'14"W	38.48
L16	N02°11'00"E	178.28	L38	S84°17'17"E	80.00
L17	N02°11'00"E	73.97	L39	S88°10'42"E	6.44
L18	S84°17'17"E	77.41	L40	S84°17'17"E	76.50
L19	N88°17'17"E	177.50	L41	N77°22'29"E	107.01
L20	N84°17'17"E	78.48	L42	N77°22'29"E	138.32
L21	N84°17'17"E	82.43	L43	N02°11'00"E	28.23
L22	S21°28'29"W	351.63	L44	S48°24'24"E	28.23

CURVE	RADIUS	LENGTH	CHORD	BEARING	DELTA
C1	338.82	248.24	258.81	S88°37'47"W	38°50'11"
C2	812.80	86.22	86.12	S74°33'27"W	8°37'54"
C3	812.80	140.88	140.42	S69°32'26"W	15°24'08"
C4	812.80	183.80	183.11	S64°31'24"W	18°17'26"
C5	812.80	18.81	18.51	S32°30'28"W	1°32'26"
C6	878.04	85.82	85.73	S24°30'47"W	5°24'36"
C7	20.00	30.07	27.32	S02°41'54"E	88°58'29"
C8	230.89	88.98	88.69	S28°24'28"E	18°02'08"
C9	434.77	85.85	85.81	S28°18'00"E	8°30'54"
C10	31.17	10.85	10.71	S38°30'30"E	28°18'18"
C11	258.00	88.28	87.97	S82°21'22"E	22°22'38"
C12	188.00	174.80	174.51	S80°18'14"E	43°22'24"
C13	20.00	31.18	28.10	N18°11'05"E	88°18'21"
C14	288.25	78.42	78.13	N17°21'44"E	18°30'08"
C15	288.25	42.24	42.18	N14°38'40"E	10°40'00"
C16	288.25	11.80	11.72	S20°22'45"E	28°30'00"
C17	20.00	30.78	27.42	N07°10'47"E	88°00'00"
C18	878.04	177.20	177.20	S48°34'48"W	11°34'38"
C19	878.04	206.57	207.88	S81°30'23"E	13°28'12"
C20	20.00	31.88	28.61	N02°30'00"E	81°24'36"
C21	180.33	74.82	74.38	N11°00'24"E	23°38'12"
C22	180.33	35.24	35.21	N02°21'47"E	82°24'48"
C23	188.88	114.89	114.87	N84°29'26"E	3°31'29"
C24	20.00	31.89	28.82	N38°27'21"E	81°24'36"
C25	484.83	78.83	78.71	N02°30'00"E	81°24'36"
C26	20.00	31.89	28.82	N38°27'21"E	81°24'36"
C27	484.83	78.83	78.71	N02°30'00"E	81°24'36"
C28	20.00	31.89	28.82	N38°27'21"E	81°24'36"
C29	80.34	327.17	328.18	N72°17'40"E	21°18'28"
C30	20.00	31.89	28.82	N38°27'21"E	81°24'36"
C31	20.00	31.89	28.82	N38°27'21"E	81°24'36"
C32	18.88	31.26	28.07	N87°24'29"E	90°58'24"

C33	20.00	27.84	25.48	N17°37'24"W	78°10'27"
C34	1278.08	137.79	137.72	N43°07'03"W	8°11'20"
C35	1278.08	106.83	106.80	N48°37'42"E	2°47'12"
C36	1278.08	81.88	81.81	N44°21'04"E	2°30'20"
C37	1278.08	82.14	82.13	N42°18'41"W	3°28'20"
C38	1278.08	142.88	142.87	N52°07'56"W	4°37'48"
C39	1278.08	151.08	151.09	N57°12'14"W	6°51'24"
C40	1278.08	137.80	137.83	N53°52'45"W	6°10'42"
C41	18.74	31.27	28.10	S47°18'00"E	87°20'14"
C42	20.00	31.87	28.47	S24°14'11"E	88°18'18"
C43	1588.78	31.29	31.88	N88°07'48"W	1°22'30"
C44	20.00	30.83	31.10	N74°30'13"E	10°52'02"
C45	20.00	30.83	30.89	N09°08'53"E	5°29'48"
C46	20.00	29.85	24.07	N13°08'40"E	7°38'26"
C47	20.00	29.85	24.07	N13°08'40"E	7°38'26"
C48	1588.78	172.84	172.72	S47°11'00"E	2°27'11"
C49	1588.78	114.74	114.71	S48°08'40"E	3°22'01"
C50	1228.08	73.89	73.88	S00°33'30"E	3°38'30"
C51	1228.08	207.48	207.01	S88°18'00"E	12°22'30"
C52	80.34	327.86	328.01	N17°18'00"E	21°30'00"
C53	80.34	322.80	320.43	N84°18'38"E	23°31'00"
C54	80.34	324.88	324.89	N08°08'48"E	23°18'30"
C55	80.34	184.08	183.89	N44°07'00"E	13°30'00"
C56	80.34	33.83	33.83	N33°10'48"E	2°28'18"
C57	80.34	19.38	19.38	S38°29'27"E	1°02'00"
C58	80.34	148.89	148.81	S40°00'00"E	14°18'00"
C59	80.34	150.83	150.83	S84°30'30"E	10°45'00"
C60	80.34	172.75	172.07	S88°18'00"E	13°18'00"
C61	313.82	201.73	188.37	N58°37'42"E	38°34'48"
C62	1588.78	181.03	181.03	S48°22'18"E	2°38'42"
C63	1278.08	68.80	68.49	S22°24'36"E	3°04'41"
C64	488.41	88.91	88.87	S04°21'53"E	7°31'18"



A BOUNDARY LAND SURVEY
 OF THE
MAIN STREET RIGHT OF WAY
 A PORTION OF THE
HILTON HEAD PLANTATION COMMERCIAL
 HILTON HEAD ISLAND, BEAUFORT COUNTY, SOUTH CAROLINA

SCALE: 1" = 100'
 DATE: 03/19/14
 JOB No.: 51,580 RW



"I HEREBY STATE THAT TO THE BEST OF MY KNOWLEDGE,
 INFORMATION, AND BELIEF, THE SURVEY SHOWN HEREIN
 WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF
 THE MEASUREMENTS ACT AND THE PRACTICE OF
 LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR
 EXCEEDS THE REQUIREMENTS FOR THIS SURVEY
 AS SPECIFIED THEREIN, AND THERE ARE NO VISIBLE
 ENCROACHMENTS OR PROJECTIONS OTHER THAN SHOWN."

MICHAEL R. DUNNAN
 S.C.L.S. NO. 71808

- NOTES:
- THIS LOT LIES IN ZONE "A-1", R.F.Z.=14.0 PER PAR. 16.1, COMMUNITY No. 48290, REVISED 9/28/06.
 - THIS SURVEY DOES NOT CONSTITUTE A TITLE SURVEY BY THE SURVEYOR, NO WARRANTIES FOR DEFECTS, ENCUMBRANCES, RESTRICTIONS OR EASEMENTS ARE MADE, NOR ARE ANY OTHER FACTS HAVE BEEN MADE THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
 - ALL BUILDING SETBACK REQUIREMENTS SHOULD BE VERIFIED WITH THE PROPER AUTHORITIES PRIOR TO DESIGN AND CONSTRUCTION.
 - ENCROACHMENTS ARE NOT RESPONSIBLE TO ANYTHING REFLECTED ON THIS SURVEY.
 - COORDINATES ARE BASED UPON THE NAD83 HORIZONTAL DATUM.

LEGEND

B.S.L.	BUILDING SETBACK LINE
C.T.V.	CABLE TELEVISION
CON.	CONCRETE FOUNDATION
CONC.	CONCRETE FOUNDATION
IRP	IRON PIN (NEW) SET
IRP	IRON PIN (OLD) SET
IRP	SANITARY MANHOLE

Shows all of areas on this plat are based on ground and have been shown on a bearing of 100° 00' 00" and a distance of 1000.00 feet. The bearing and distance are based on the ground and are not to be used as a basis for any other survey. The bearing and distance are based on the ground and are not to be used as a basis for any other survey. The bearing and distance are based on the ground and are not to be used as a basis for any other survey.

REFERENCE PLAT
 P.A. 34 PAGE 718



