



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

**Monday, September 26, 2016
10:00 a.m.**

Benjamin M. Racusin Council Chambers

AGENDA

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

- 1. Call to Order**
- 2. 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 22, 2016
- 4. Unfinished Business**
- 5. New Business**
 - Leadership HHI Request to Build an Adaptive Kayak Ramp
 - Relocation of Dumpsters for Beach Waste
 - Approval of proposed 2017 meeting dates
- 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 22, 2016

Time: 10:00 A.M.

Members Present: David Ames, Kim Likins

Members Absent: Tom Lennox

Staff Present: Scott Liggett, Jennifer Ray, Jeff Buckalew

Others Present: David Bennett, *Mayor*, Deborah Johnson, *Board of Trustees – Beaufort County Library*, Pete Nardi, *General Manager, Hilton Head Island PSD*, Phil Waters, *Low Country Engineering Consultants*, John Lee, *Southeastern Properties*, Todd Theodore, *Wood & Partners*, Frank Babel, *Co-Chairman Bike Advisory Committee*

Media Present: Teresa Moss, *Island Packet*

1. Call to Order:

The meeting was called to order at 10:00 a.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: Mrs. Likins moved to approve the Minutes of July 18, 2016. Chairman Ames seconded. The Minutes of July 18, 2016 were unanimously approved.

4. Unfinished Business:

None

5. New Business

• **Heritage Plaza Land Swap**

Jennifer Ray, Urban Designer for the Town stated Staff recommends the Public Facilities Committee recommend Town Council approve a land swap with Southeastern Properties as part of the redevelopment of Heritage Plaza to facilitate relocating the pedestrian pathway away from the Pope Avenue lanes of travel.

The majority of our pathways are located away from the edge of pavement and it is interesting to me that an exception to this is in one of the highest pedestrian traffic areas of the Island – right along Pope Avenue from Heritage Plaza heading down to Coligny Circle. In most cases there is at least a minimum landscape strip between the edge of pavement and the pathway. In this area, the pathway touches the road and does not create a safe feeling for all of those users in that area. The Town’s Master Plan for the Coligny Redevelopment proposed creating a walkable pedestrian corridor where pathway users would feel safe by relocating any sidewalks adjacent to the property away from that edge of

pavement and adding green space and landscaping. This concept has been encouraged by the Circle to Circle Committee as well.

Southeastern Properties, owners of Heritage Plaza, have been working on plans to redevelop their property including the addition of a hotel as well as numerous functional and aesthetic improvements. Staff approached Southeastern Properties with the idea of relocating the existing pathway in front of their property in conjunction with their larger redevelopment plans.

Because of the location of the existing parking lot between the buildings and roadway at Heritage Plaza there isn't space to create the desired separation of pathway and roadway in this area. Southeastern Properties has been working with their consultants on a new plan that would allow the pathway to be separated from the travel lanes and add landscaping between the street and the pathway. This would require the relocation of +/- 15 parking spaces.

In order to keep their parking whole to support existing businesses, Southeastern Properties is proposing a land swap with the Town. The Town owns +/- 0.46 acres adjacent to Heritage Plaza. Southeastern Properties proposes to swap +/- 0.16 acres across the front of their property for +/- 0.41 acres of the Town's adjacent property. This would result in a net increase in acreage of +/- 0.25 acres to Southeastern Properties allowing them to replace +/- 15 spaces that are currently located between the existing buildings and Pope Avenue. In addition to the swap, Southeastern Properties will demolish the existing pathway and install a new +/- 10' wide concrete sidewalk separated from the travel lanes by a +/- 8' wide landscape strip adjacent to the curb. Additionally landscaping would be provided between the pathway and the development. All landscaping will be maintained by Southeastern Properties through a maintenance easement/agreement.

The proposed landscape treatment is consistent with that proposed for the Town park across Pope Avenue as well as the median and will establish a pattern of landscape and pedestrian development through the corridor toward Coligny Circle that is consistent with the design guide.

Staff endorses this public/private partnership in conjunction with Southeastern Properties because it will create a more walkable environment. It will reduce the curb cuts on Pope Avenue from four to two and it moves the property closer to the development concept envisioned through the LMO Rewrite process by allowing outdoor seating and pedestrian gathering spaces through the Circle to Circle Committee's recommendations as well as Town approved Master Plan for the Coligny area.

Mrs. Likins stated she supports this 100% and thinks that it falls in line with exactly what we talked about with Circle to Circle last week and what we are trying to do in this area.

Mr. Ames thanked Mr. Lee and the developers for their cooperation and stated what is important to me is the public/private partnership has created an opportunity to set a high bar or a standard for development along this corridor and I think that given the trade-off that has been made with land value. The only thing that I would add and I have made this comment to Jennifer is the plant material that goes in is as mature a state as possible – that

the oaks really make a statement about a commitment to the corridor. A two inch live oak going in day one doesn't make that statement. I think that the fact that the developer and the Town have come together to make this improvement consistent with the Circle to Circle ideas is a step in the right direction and I fully support it.

Frank Babel, Co-Chairman, Bike Advisory Committee stated the Circle to Circle Committee made a recommendation that eventually would like to separate bike and pedestrian traffic. This is going to require a widening of pathways from 8-10 feet to 12-14 feet. Here is an opportunity to widen the pathway a little more and prepare the group for the eventual day we get bikes on one side and pedestrians on the other. As you have seen, when you mix bikes and pedestrians together it is a zoo. This gives us an opportunity if we do not do it now I am afraid we will never do it.

Chairman Ames asked Jennifer Ray if there was anything she would like to add to Mr. Babel's comment or any consideration by staff at some point about the width of the pathway. Jennifer Ray said she didn't know if there were constraints that would keep that from happening, but I think the wider green space between the edge of the pathway and the edge of the pavement the better. It is definitely something that staff can look at with Southeastern as they move forward and before we come to Town Council in September we can address that concern.

Chairman Ames stated it was another one of those circumstances where the Circle to Circle Committee made some recommendations that take time to implement and there are other projects that are in the pipeline already and in my opinion one of the variables in all of this is the roadway width – the asphalt width and that is something that we cannot solve today. Just take a look at it and see what kind of flexibility you have.

Mrs. Likins moved the Public Facilities Committee recommend Town Council approve a land swap with Southeastern Properties as part of the redevelopment of Heritage Plaza to facilitate relocating the pedestrian pathway away from the Pope Avenue lanes of travel. Chairman Ames seconded. The motion unanimously passed.

- **Beaufort County Library Strategic Planning Process**

Deborah Johnson, Board of Trustees for the Beaufort County Library system and Chair of their Strategic Planning Committee stated this year we are in the process of doing a four year strategic plan but we are taking a full year to do that. We did a survey and close to 3000 people responded to the survey. During the month of August we are visiting all different kinds of groups throughout the County to do a listening tour. We realize that we need to hear from as many different parts of the County and as many people as we can before we move forward with this process. As part of the listening tour we are asking a series of questions. You had the questions in advance and we are trying to reach out to all the municipalities and asking the elected officials a series of questions about what you think is needed for the library's future.

Ms. Johnson proceeded to ask Chairman Ames and Mrs. Likins a series of questions.

When the question/answer period was over, Chairman Ames thanked Ms. Johnson and all of them for their commitment to the Community and what they do for the library system. Ms. Johnson said they would get the results back to them.

- **Sewer System Expansion Program Update**

Pete Nardi, General Manager, Hilton Head Island PSD reviewed with the Committee the Town Funded Master Sewer Plan Project Schedule and the Sewer Route Maps of year one and year two sewer line installation efforts. We have designed into year two already. Chairman Ames asked if all the easements have been received. Mr. Nardi stated not for year two yet. We really are on the attack line to get year two as well. All the design is done so once you have that you know which easements you need and which you don't and then you start the legal work. Mrs. Likins asked if all of 2016 is considered year one. Mr. Nardi said we got our marching orders for this in December, 2015 so that is where we began. I look at the years more as these are the groups of projects that have to be completed under what the Town wants to fund.

On the schedule you can see that they are broken down into years and groups of roads which are in geographic proximity to one another. Year one is what we call the Oakview area. Coupled with that are some low pressure sewer projects. Dillon Road area was put into year one as well. To do the year one sewer work, you need pump stations. You can't have the gravity lines in the ground with nowhere to pump the sewer to. The PSD is building two pump stations in order to complete your Town Funded Master Sewer Plan Schedule. Our first pump station we have to build is for the Oakview area. It will be constructed on land that the DOT provided. PSD will initially seek state revolving funding of our pump stations. Very inexpensive money for the utility.

Mrs. Likins asked where the second pump station will be located. Mr. Nardi said it will be to serve year two and it is off of Marshland Road. It is on land owned by Club Corp. that is very near the Indigo Run tennis facility outside the gates. They provided the PSD permanent easement to place that pump station there. We went to them and explained the master sewer plan effort and what it meant to the community and they very quickly stepped up and provided that easement for us. Without that site, we were looking at having to build two pump stations so now we only have to build one which is in a more central location.

Mr. Nardi reviewed the implementation progress update with the Committee:

- 6 of 10 Town funded roads have already been sewerred.
- Approximately \$100,000 of \$3.5 million estimate has been incurred.
- Easements for year one attained.
- Bid packages prepared for all year one sewer sewer line installs.
- Bid packages for PSD pump stations year one and year two are pending State Revolving Funds (SRF) requirements.
- Construction design for year two nearly complete.
- Surveying for all five years on track for 2016 completion.
- Community Foundation donated \$500,000 to Project SAFE; \$250,000 immediately, remainder over 4 years.
- Community Foundation preparing \$3 million campaign for Project SAFE.

Mr. Nardi said once we get all the sewer we are going to treat it or either put it into the wetlands for wetlands renourishment program or it is going to the golf courses for their irrigation. Mr. Nardi said a lot of progress has been made so far and we are really in good shape to get turning a lot of dirt in 2017.

Chairman Ames asked what golf courses are benefiting. Mr. Nardi said all golf courses with the exception of perhaps one are irrigated with recycled water. Chairman Ames asked Mr. Nardi in a very simplistic way could you figure out the total number of linear feet of sewer that you will be putting in over five years and tell us about where we are on that curve at that point. Mr. Nardi said they could send him that. Chairman Ames said he is looking at a simple way of showing the public.

Chairman Ames and Mrs. Likins thanked Mr. Nardi for his presentation and update.

6. **Adjournment**

Mrs. Likins moved to adjourn. Chairman Ames seconded. The meeting was adjourned at 11:07 a.m.

Respectfully Submitted,

Karen D. Knox
Senior Administrative Assistant

Memo



To: Public Facilities Committee
Via: Stephen G. Riley, Town Manager
Scott Liggett, Dir. of PP&F / Chief Engineer
Charles Cousins, Dir. of Community Dev.
From: Chris Darnell, Landscape Associate
Subject: Relocation of Dumpsters for Beach Waste
Date: September 14, 2016

Recommendation: Staff recommends that the Public Planning Committee forward the attached proposed plan to relocate to 139 Arrow Road, dumpsters for beach refuse, to Town Council with a recommendation of approval.

Summary: As construction of the Coligny Park begins, existing dumpsters used to collect beach refuse must be relocated from that area. Staff is requesting direction to relocate these dumpsters from the “Boneyard” in the Coligny area to the “Howell Tract” adjacent to Espy Lumber at 139 Arrow Road.

Background: Shore Beach Services, as part of their franchise with the Town, picks-up refuse off the 13 miles of beach on Hilton Head Island and hauls that refuse to collection sites. Currently all refuse south of the Folly is hauled to Coligny to a site behind the public beach parking lot. In August of 2012, Town Council approved moving forward with design, permitting, and construction of the Coligny District improvements. This area includes the current location of dumpsters used by Shore Beach Services. These dumpsters must be relocated early next year before work begins in that area.

Twelve different sites across the island were evaluated as potential locations for these dumpsters. These included Town owned parcels, local utility owned sites and undeveloped privately held lots. In consultation with Shore Beach Services, these sites were evaluated for increased labor and equipment cost associated with beach refuse collection patrols and hauling distances from vehicular beach access to the dumpsters. The difference in the cost of hauling refuse to the current Coligny site and any proposed site represents an added yearly expense for the Town. As well as labor and equipment cost, potential sites were eliminated based on: land acquisition cost, site development cost, infrastructure and safety concerns associated with co-locating on existing utility sites, and

environmental sensitivity of the various sites.

The new facility must accommodate the relocation of 6 eight yard dumpsters and 2 thirty yard open dumpsters. Other required site improvements include an all-weather heavy vehicle surface pavement, perimeter security and gate. The Town owned parcel at 139 Arrow Road was selected because it offers:

1. No land acquisition cost.
2. Existing site improvements that can accommodate or easily and inexpensively be improved to accommodate the proposed use.
 - a. Existing perimeter security / screen.
 - b. Existing gate.
 - c. Graded site ready to accept all-weather pavement
3. Reasonable hauling route between vehicular beach access and Shore Beach Services offices located in the immediate vicinity on Arrow Road.
4. Current zoning allowing use.
5. A large parcel with enough space to isolate use from residential area with a distance of +/-260' between dumpsters and closest residential lot.
6. Ease of large truck access to the site.
7. Environmental sustainability with little to no existing native vegetation.

Potential Beach Refuse Collection Sites

LMO use designation - Minor Utility

Potential Sites

1. Other than Town ownership in parentheses.
2. Minor utility use allowed in all zones indicated.

Site	Address	Zoning
1. Arrow Road staging area	139 Arrow Rd	LC
a. Pros		
• No land acquisition cost		
• Brownfield with potential for very low site development cost		
• Close to Shore Beach Services office		
• Limited perimeter security that can be easily and inexpensively improved		
• Adjacent to commercial use		
• Dumpsters can be isolated (by +/-260') from adjacent residential uses		
b. Cons		
• Not relatively close to vehicular beach access		
• Adjacent to RV park		
2. Palmetto Elec Sub Station (owner Palmetto Electric) 7 Dunnagan's Alley		SPC
a. Pros		
• Brownfield with potential for very low site development cost		
• Within reasonable distance to vehicular beach access and close to Shore Beach Services office		
b. Cons		
• Land lease agreement required		
• Owner reluctant to lease site for long term solution		
3. Land Behind Compass Rose Park	4 Saint Augustine Pl	PR
a. Pros		
• Close to vehicular beach access		
• Little additional haul time		
b. Cons		
• Land acquisition cost		
• Site is too small		
• Traffic congestion in vicinity of site		
• Incompatible with adjacent park use		

- 4. The Old Island Packet site (owner Ameris Bank) 1 Executive Park Rd LC**
- a. Pros
- Close to vehicular beach access
 - Little additional haul time
- b. Cons
- Land acquisition cost
 - Traffic congestion in vicinity of site
 - Not appropriate use for a corner lot on a Major Corridor
 - Increased site development cost
- 5. Lot Behind St. Luke's (owner Sarah White Price) corner Woodhaven Dr & Ln LC**
- a. Pros
- Close to vehicular beach access
 - Little additional haul time
- b. Cons
- Land acquisition cost
 - Heavily forested site with potential small freshwater wetlands
 - Increased site development cost
- 6. The Corner Deallyon & Cordillo 105 Cordillo Pkwy PR**
- a. Pros
- No land acquisition cost
 - Ideally located for vehicular beach access
 - Little additional haul time
- b. Cons
- Heavily forested old dune site with potential small freshwater wetlands
 - Extensive fill and grading requiring increased site development cost
- 7. South Is. PSD Water Station (owner PSD) 106 Cordillo Pkwy PD-1**
- a. Pros
- Ideally located for vehicular beach access
 - Existing perimeter security and gate
- b. Cons
- Requires lease agreement with utility
 - Would require lease agreement with utility
 - Concern with security and protection of water source

8. Behind Marriott Sales Center (owner Marriott) end of Woodward Ave RD

- a. Pros
 - Proximity to beach
- b. Cons
 - Not ideally located for vehicular beach access
 - Site is small and large truck access and maneuverability would be limited
 - Would require lease agreement with utility

9. The End of Lemoyne Ave end of Lemoyne Ave RD

- a. Pros
 - No land acquisition cost
 - Proximity to beach
- b. Cons
 - Not ideally located for vehicular beach access
 - Adjacent to residential development
 - Heavily forested site

10. Cordillo Parkway Sites

- | | | |
|-----------------------------------|---------------------------------|-------------|
| - Site 1 (owner Low Country Sch.) | 218 Cordillo Pkwy | PD-1 |
| - Site 2 (owner Sea Pines Resort) | 200 Cordillo Pkwy (no neighbor) | PD-1 |
| - Site 3 | 130 Cordillo Pkwy | PD-1 |
| - Site 4 (owner PSD) | 122 Cordillo Pkwy | PD-1 |

- a. Pros
 - No land acquisition cost on one
- b. Cons
 - Not ideally located for vehicular beach access
 - Would require lease agreement with third party
 - Sites are small and may not be able to accommodate dumpsters and large truck maneuverability
 - Land acquisition cost or lease agreements required for several of the identified sites

11. Cast Net Parking Lot 2 Cast Net Dr PR

- a. Pros
 - No land acquisition cost
 - Close to vehicular beach access
 - Existing site improvements reduce development cost
 - Site potential to consolidate all beach refuse dumpsters
 - Ideally located for vehicular beach access
- b. Cons
 - Location requires significant increased man hours for Shore Beach Services with dedication of a position to refuse collection

12. Driessen Beach Park

64 Bradley Beach Rd

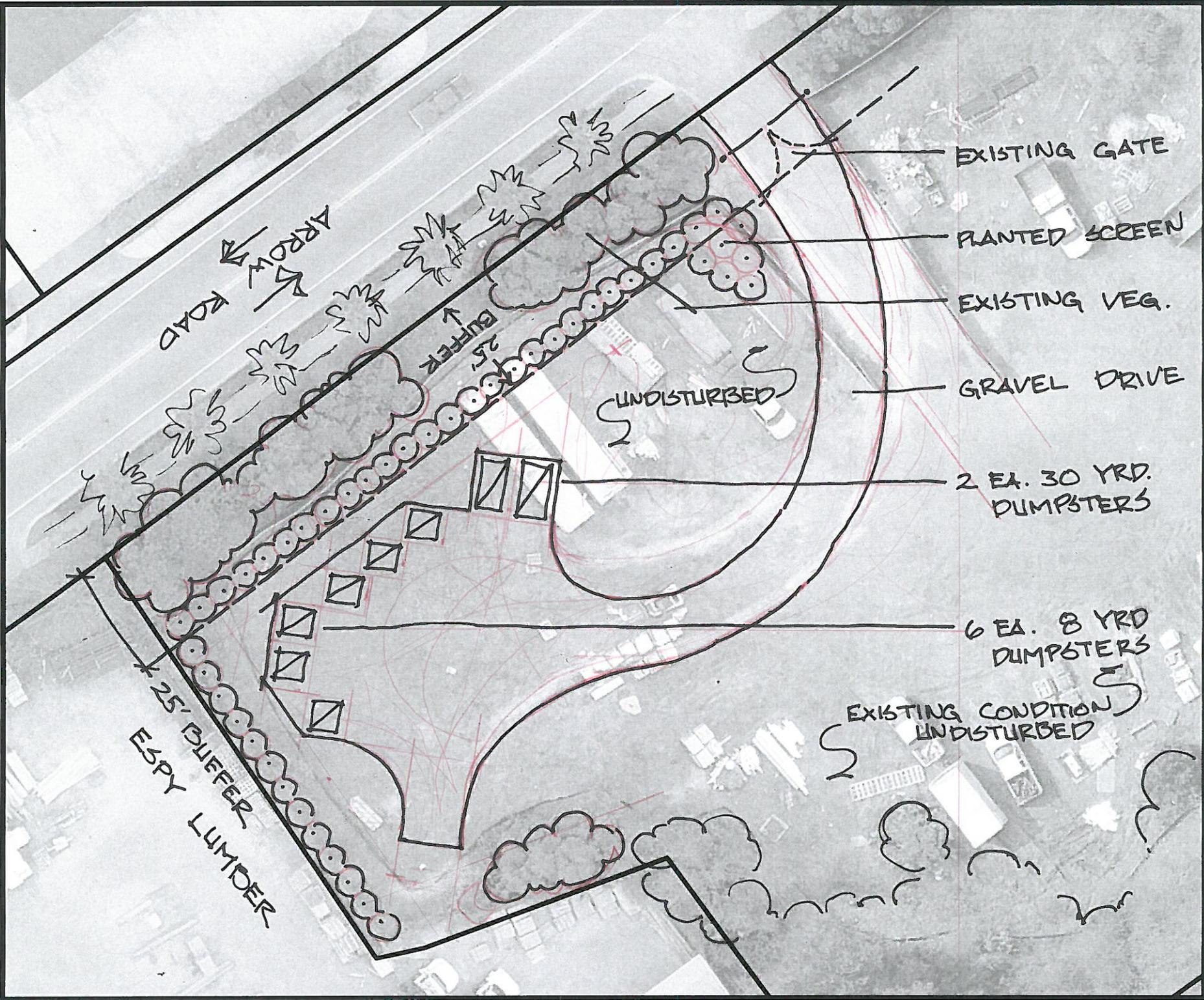
PR

a. Pros

- No land acquisition cost
- Close to vehicular beach access
- Dumpster site limited with by other existing site improvements / uses

b. Cons

- Site is small and large truck access and maneuverability would be limited
- Location requires significant increased man hours for Shore Beach Services with dedication of a position to refuse collection



EXISTING GATE

PLANTED SCREEN

EXISTING VEG.

GRAVEL DRIVE

2 EA. 30 YRD. DUMPSTERS

6 EA. 8 YRD. DUMPSTERS

EXISTING CONDITION UNDISTURBED

UNDISTURBED

ARROW ROAD

BUTTER

25' BLIEFER
ESPY LUMBER

Town of Hilton Head Island
Arrow Road Site

Aug. 3, 2016

SCALE 1" = 30'



Town of Hilton Head Island, South Carolina

2017

**Public Facilities Committee
Meeting Dates**

Benjamin M. Racusin Council Chamber

**Fourth Monday of the Month
10:00 A.M.**

JANUARY 23

JULY 24

FEBRUARY 27

AUGUST 28

MARCH 28⁷

SEPTEMBER 25

APRIL 24

OCTOBER 23

MAY 22

NOVEMBER 27

JUNE 26

The December 25th Meeting is cancelled due to Town Hall being closed for the holiday.