

TOWN OF HILTON HEAD ISLAND
Regular Planning Commission
Wednesday, November 7, 2012 Meeting
3:00p.m – Benjamin M. Racusin Council Chambers

APPROVED

Commissioners Present: Chairman Gail Quick, Vice Chairman Tom Lennox, David Bennett, Alex Brown, Jack Docherty, Terry Ennis, Bryan Hughes and Barry Taylor

Commissioners Absent: Brian Witmer

Town Council Present: None

Town Staff Present: Scott Liggett, Director of Public Projects and Facilities/Chief Engineer
Jayme Lopko, Senior Planner & Planning Commission Coordinator
Shawn Colin, Manager of Comprehensive Planning
Charles Cousins, Director of Community Development
Kathleen Carlin, Secretary

1. Call to Order

2. Pledge of Allegiance to the Flag

3. Roll Call

4. Freedom of Information Act Compliance

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

5. Approval of Agenda

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

6. Approval of Minutes

The Planning Commission **approved** the minutes of the October 17, 2012 meeting as presented by general consent.

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

Ms. Julie Hallquist and Mr. Terry Herron, residents of the Singleton Beach neighborhood and members of the Folly Inlet Initiative, presented statements in concern of Application for Public Project Review PPR12007 (application from the Town of Hilton Head Island to construct a linear park connecting the proposed Shelter Cove Waterfront Park with Collier Beach Park that will include multi-purpose pathways and boardwalk, parking improvements, restroom facilities and emergency access). Ms. Hallquist provided a power point presentation and discussed the Folly Inlet Initiative's concerns with the application.

Chester C. Williams, Esq., presented public comments in concern of PPR120007 on behalf of his client, Singleton Beach Homeowners Association. Chairman Quick stated that the Planning Commission will review this PPR application on December 5, 2012 at 9:00a.m. The Planning Commission thanked Ms. Hallquist, Mr. Herron, and Mr. Williams for their public comments.

8. Unfinished Business

None

9. New Business

Presentation of Capital Improvement Project (CIP) Report

Mr. Scott Liggett made the presentation on behalf of staff. The CIP Committee met on October 4, 2012 to review the proposed Fiscal Year 2014 Capital Improvement Program. The staff's presentation reflects the CIP Committee's recommendations.

The program generally depicts the pursuit of projects in Fiscal Year (FY) 2014 as was planned for and proposed in previous editions of the CIP. The Committee does, however, recommend the following specific changes:

- a) William Hilton Parkway Pathway – Village at Wexford to Arrow Road
This is a new project to connect previously completed pathway segments. Funding for design is proposed in FY14.
- b) Stoney Secondary Road – South
Recommend delaying construction funding for 1 year (until FY 15). Consider project deferral.
- c) Lemoyne Avenue Reconstruction and Extension
Recommend delaying construction funding for 1 year (until FY 15).
- d) Yacht Cove Community Park
Delay of out year funding for construction until FY 16 in deference to the demands for staff time associated with completion of Coligny and Chaplin Area Improvements and the redevelopment of the Mall at Shelter Cove.
- e) Ford Shell Ring Park
Delay of FY 14 and out year funding for construction in deference to the demands for staff time associated with completion of Coligny and Chaplin Area Improvements and the redevelopment of the Mall at Shelter Cove.
- f) Fire/Rescue Training Center Enhancement
New project pending Town Council approval, funding programmed for FY15
- g) Fire/Medical Systems and Equipment Replacement
New element, replacement of traffic signal pre-emption equipment; funding proposed in FY14, pending Town Council approval. Also recommend the delay in funding by 1 year for the SCBA replacement.

Mr. Liggett stated that it is the Planning Commission's duty to prepare an annual listing of priority projects for consideration by Town Council prior to their preparation of the capital budget. Mr. Liggett reviewed the draft of the *Fiscal Year 2014 – Proposed Priority Projects*. Eight of the priority projects have been identified as "top priority" for FY 2014 (shown in **bold** type).

Mr. Liggett stated that Town Council will conduct their annual workshop in late November. During the workshop, Council will determine their Action Agenda and priorities for FY 2014. The approved CIP will go to Town Council for advance review prior to the workshop.

Mr. Liggett then presented the Capital Improvements Program Fiscal Years 2014-2023. Fiscal Year 2014 – Proposed Priority Projects:

a. Pathways

- Pathway Rehabilitation
- **Pembroke Drive - construction**
- **Gardner Drive – construction**
- US 278 – B (William Hilton Parkway) Fresh Market Shoppes to Shelter Cove/Chaplin – design funded in FY 13
- US 278 – B (William Hilton Parkway) Shelter Cove/Chaplin to Mathews Drive-north – legal
- US 278-B (Gardner Drive to Jarvis Park / Honey Horn) – legal
- US 278 (Gum Tree Road to Squire Pope Road) - design
- US 278-B (Village at Wexford to Arrow Road) – design, legal

b. Roadway Improvements

- Directional / Neighborhood Signage (new post mounted street signs)
- Fire Rescue Emergency Access Points (to be decided)
- Honey Horn Access Improvements
- Traffic Signal Mast Arms
 1. William Hilton Parkway @ Gumtree Road
 2. William Hilton Parkway @ Spanish Wells Road
- Private Dirt Roads Acquisition

c. Park Development

- Town Parks Upgrades / Island Recreation Association CIP Requests, Annual Park and Equipment Upgrade
 1. Jarvis Creek Park - Picnic Shelter and grills
 2. Green's Shell Park - Basketball Court Renovations
 3. Chaplin Park - Racquetball Court
 4. Chaplin Park - 4 Picnic Shelters
 5. Chaplin Park - Basketball Court
 6. Public Art Foundations
- **Chaplin Linear Park with Bridge**
- **Chaplin Community Park Boardwalk to Collier Beach Park**
- **Island Recreation Center Enhancements – TBD, pending direction from Council**

d. Existing Facilities & Infrastructure

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

- Apparatus and Vehicle Replacement
 - **Fire Station #2 Replacement**
- e. New Facilities
- **Coligny Area Improvements - Phase II**
 - Dispatch Center Equipment Upgrade
 - Fire / Medical Systems and Equipment Replacement
 - Public Safety Systems Equipment Upgrade
 - Fire Rescue Computer Systems – CAD updates

f. Beach Maintenance

- **Beach Management and Monitoring**
- Beach Parks Access Rehabilitation
- Dune Refurbishment / Maintenance

At the completion of staff's presentation, Vice Chairman Lennox presented statements regarding funding sources and staff resources. The Planning Commission briefly discussed funding construction and maintenance costs with Mr. Liggett.

Chester C. Williams, Esq., presented public comments on behalf of his client, Singleton Beach Homeowners Association. Mr. Williams presented brief comments regarding the CIP program and the Planning Commission's role as it relates to the budget for CIP projects that have not yet been adopted.

Following final discussion by the Planning Commission, Chairman Quick requested that a motion be made.

Vice Chairman Lennox made a **motion to approve and forward** the FY14 Capital Improvements Project recommendations and priorities to Town Council as presented by Mr. Liggett. Commissioner Docherty **seconded** the motion and the motion **passed** with a vote of 8-0-0.

10. Commission Business

11. Chairman's Report

12. Committee Reports

13. Staff Reports

Mrs. Jayme Lopko presented statements regarding the Planning Commission's regular meetings in November and December. Several business items are scheduled for review by the Planning Commission. Mrs. Lopko asked that the Planning Commissioners check their personal calendars and let staff know as soon as possible if they anticipate a conflict in attending the meetings on November 21st, December 5th, December 19th, and January 2, 2013.

14. Adjournment

The meeting was adjourned at 10:30a.m.

Submitted By:

Approved By:

November 21, 2012

Kathleen Carlin
Secretary

Gail Quick
Chairman