

TOWN OF HILTON HEAD ISLAND
PUBLIC FACILITIES COMMITTEE MEETING

Tuesday, October 3, 2017

8:00 a.m.

Members Present: Marc Grant, Chairman, Tom Lennox, David Ames

Town Staff: Greg DeLoach, *Assistant Town Manager*; Brian Hulbert, *Staff Attorney*

Other: Lieutenant Jason Covington, *Beaufort County Sheriff's Office*

1. **Call to Order:**
The meeting was called to order at 8:07 a.m.
2. **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.
3. **Committee Business:**
Approval of Minutes. Councilman Ames moved to approve the minutes of August 28, 2017. Councilman Lennox seconded. The minutes of August 28, 2017 were approved unanimously.
5. **Unfinished Business:**
Councilman Ames asked if there was going to be a report on food trucks. Mr. DeLoach responded that a report would be forthcoming.
6. **New Business:**
 - **Discussion of Town policy related to requests for public assembly.**
Mr. Hulbert, Staff Attorney stated Town Council had directed staff to draft a Town Policy for Public Assembly and the Committee has that document before them now. It is the same policy that has been in effect for over 12 years and it is now formally documented. The Town follows the same steps for each request that comes in. This policy is posted on the Town's website. The Town forwards every request for public assembly to the Sheriff's Office because it is for them to assess if there is a need for law enforcement to be present.

Councilman Grant asked about the protocol for using the open land property next to Shelter Cove for public assembly.

Mr. Hulbert replied the first step is to assess the situation: how many people are expected to attend and is there nearby parking. If parking is not available, the concern is where are the people going to park and how are they going to get there.

Councilman Grant asked what the areas for a public forum are.

Mr. Hulbert stated under the law sidewalks and pathways are typically considered public forum; parks as a rule are public forum. Some of our sidewalks and pathways would be problematic as a public forum because travel and commuting can be a problem. If a demonstration is during peak traffic times we should always consider that and under the law we have the right to regulate the time and place of public assembly. An area we would steer people away from is the Veteran's park in Shelter Cove, we try to respect that and keep that just as a memorial for veterans. We direct public assemblies/special events towards Shelter Cove.

Councilman Grant asked if Shelter Cove can dictate what kind of protest is held there. Mr. Hulbert replied Shelter Cove Community Park is a Town-owned park. The Town has an agreement with Shelter Cove as far as parking so we do coordinate with them for events that will be held there.

Councilman Grant asked what the process is for a request to hold a march in the street. Mr. Hulbert stated the first item to look at is how many people they expect to participate. If it is going to be 500 or more then it is considered a special event and they have to apply for a special event permit. If it is less than 500 they should apply at least ten days prior to the assembly or demonstration to the Town Manager. They identify the location, the time, type of public assembly, and the route they are going to take. The Town Manager would look at that application and we would receive input from the Sheriff's Office.

Councilman Grant asked Lieutenant Jason Covington, Beaufort County Sheriff's Office about their policy of assembly. Lieutenant Covington responded the Sheriff's Office looks at traffic control, coordinates with SC DOT regarding what roadways can be used, monitors social media to determine approximately how many people may attend and decide how many deputies will be needed.

Mr. DeLoach stated the special event process has been in effect for over 22 years. The Town receives approximately 40-50 special event applications each year. Each application is reviewed by several Town departments as well as the Sheriff's Office. The process works very well.

Councilman Grant asked if someone from out of state can submit an application for public assembly. Mr. Hulbert stated all applications are treated the same whether local or out of state.

Public comment:

Mr. Nelson, President of Shelter Cove Company stated that the Shelter Cove Community Park is within the boundaries of the Shelter Cove Company.

Our concern is when an event is scheduled, it impacts our community and Towne Centre by our roads getting congested. Some events have gone beyond the capacity of Shelter Cove Community Park to handle. We would like to meet with Town representatives to coordinate and work together.

Mr. DeLoach stated the Shelter Cove Company is copied on applications that go out and so notice is provided and we will continue to communicate the Shelter Cove Company.

Councilman Ames stated he received a request from the General Manager of Long Cove. The members are concerned about ingress/egress into Long Cove because there is no traffic light there. This is the only major PUD on US 278 that does not have a traffic light. The request is for an analysis to be done to determine the possibility of adding a traffic light. They would like to reopen this issue so it can be considered again. There is an egress at the emergency gate at the north end of Long Cove that would allow access to the Leamington traffic light.

Mr. Ames made a motion to recommend Town Council approve the request for an analysis to determine the possibility of adding a traffic light at Long Cove. Mr. Lennox seconded. The motion passed unanimously.

7. Adjournment

Councilman. Lennox moved to adjourn. Councilman Ames seconded. The meeting was adjourned at 8:30 a.m.

Respectfully submitted by Eileen Wilson, Sr. Administrative Assistant