



The Town of Hilton Head Island
**Community Services and
Public Safety Committee**
Regular Meeting
Monday, June 24, 2019, 9:00am
Benjamin M. Racusin Council Chambers
AGENDA

As a courtesy to others, please silence all mobile devices during the meeting.

1. **Call to Order**
2. **FOIA Compliance** - Public notification of this meeting has been published, posted, and distributed in compliance with the South Carolina Freedom of Information Act and the requirements of the Town of Hilton Head Island.
3. **Approval of Minutes**
 - a. Approval of Minutes from the March 25, 2019 Public Facilities Committee.
 - b. Approval of Minutes from June 3, 2019 Community Services and Public Safety Committee Special Meeting.
4. **Unfinished Business**
 - a. Town Council Request for Traffic Signal Analysis at Long Cove Club Drive and US 278 (Business)
5. **New Business**
 - a. 1st Quarter 2019 Crime Statistics – BCSO
 - b. Main Street Private Rights of Way Dedication
 - c. Update on Cordillo Tennis Courts Renovation Project
6. **Adjournment**

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



Town of Hilton Head Island
Community Services & Public Safety Committee
(Formerly known as Public Facilities Committee)

Monday, March 25, 2019 at 9:00 am
Benjamin M. Racusin Council Chambers

MEETING MINUTES

Present From the Committee: Marc Grant, David Ames, Tamara Becker

Present from Town Council: Tom Lennox, Bill Harkins

Present from Town Staff: Scott Liggett, Brian Hulbert, Julian Walls, Jayme Lopko, Nicole Dixon

Present from Media: Katherine Kokal, *Island Packet*

1. Call to Order

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. Approval of Minutes

January 28, 2019 – Council Member Ames moved to approve. Chairman Grant seconded. The Minutes from the January 28, 2019 meeting were unanimously approved.

4. Unfinished Business

5. New Business

Trash Container Enclosures on the Beach

Scott Liggett stated this has been an on again off again discussion from the Town's perspective. A lot of it precipitates from the fact that we have approximately 300 trash cans now that includes recycling that are serviced on the beach. This most recent discussion I would suggest is in response to the presentation made to Town Council back in December regarding the enclosure and lids. In the meantime what staff has done is to develop a proposed means by which the trash and recycling cans can be enclosed on the beach. The enclosure is made of pine and left to be unfinished. We are here today to get a reaction both from the Committee and the public as to whether or not we should advance any or all of these enclosures. This would be an unfunded item in the current budget (FY2019) and largely for that reason, whatever we elect to implement staff would propose a truncated implementation rather than go out and enclose all 300 trash cans. We would potentially focus on Town owned properties or at least a portion of them. I think we could accomplish a lot insofar as a public example if we focused on Coligny Beach access and Islanders Beach access as an example. This was developed in-house and as I understand it does not require any additional DRB review or approval. It also does not require review and approval from the State's Office of Ocean and Coastal Resource

Management. One of the challenges with this enclosure as is the case with the trash cans is to try and locate them in the sweet spot where they are far enough above high tide and close to the dune and close to an area that can be serviced, but also thought to be convenient enough for the users that are actually generating the trash that are generally seaward of these. If there are any complaints that we sometimes get regarding the trash cans, one of them is that beach goers feel like they have to walk too far to the trash can. There is not a whole lot that we can do about that in my opinion, and potentially may give rise to a question of the amount and nature and location of the trash cans we provide to begin with. I am not trying to open up that can of worms here today but we are trying to find a sweet spot for access and serviceability. The other thing to keep in mind with the enclosures you see here is if implemented large scale or small scale, they would all have to be removed from the beach a part of a storm response should we have to evacuate or have heavy weather that may cause them to be displaced by the waves and rising sea. These would all be relocated from the beach like other beach items in anticipation of storm conditions. Again, trying to balance that work demand should it arise is something that is in our mind as well.

Mr. Liggett said total costs to enclose all cans is estimated to be approximately \$120,000.

Councilman Ames asked how many are in the Coligny area now. Julian Walls answered there are 10 trash cans and two recycle cans, but right down from that at the volley ball courts there is another eight. That area has a lot of trash and recycling cans.

Chairman Grant said you mentioned you wanted to put them in Coligny and Islanders Beach only at this point but thinks it is a good idea to put two or three out at all the beaches to see how it would work instead of just two beaches. Mr. Liggett said they certainly could, it is just a matter of trying to balance the cost and how much money do we want to spend on this initial foray before reaching a conclusion as to what if anything to do about the greater beach.

Chairman Grant said he would propose that there should be at least one at all the beaches so they can get an idea how the public would react to it in that community, but overall I like it.

Chairman Grant opened up the meeting for public comment. Mr. Ned McNair said he moved here 47 years ago and visits the beach at least 300+ times a year. When I go down there and take photographs, I like to take pictures of sunrises but this is what I see (a line of trash cans.) I think the beach is the greatest feature this Island has. I think we ought to make every sacrifice possible to change this dynamic right here. This is a significant visual and environmental problem. Most people don't realize it, but every time there is a storm, most of the cans blow over and all its contents blow down the beach. Shore Beach doesn't see all that because the rest of us pick it up. A lot of trash blows out into the ocean. We are an environmental disaster when it comes to storms and there are three or four every year where most of the cans blow over. This is a huge environmental and visual impact that we have yet to address. This is a place where we ought to concentrate our money and our energy. Please don't let maintenance and costs drive what Hilton Head is. We have to sacrifice that part in order to have a beautiful Island.

Councilman Grant asked Mike Wagner from Shore Beach Services if he supported this. Mr. Wagner said he thought it was a good idea from Town staff's standpoint to do it on a limited basis first. It will add a little of maintenance time, but nothing too great.

Councilman Ames stated he would like to amplify what Ned McNair said, but would also like to share his credentials. He worked very closely with Charles Fraser and probably can articulate what Charles Fraser's mantra and philosophy were more precisely than anyone else I know.

We have in our presence this morning someone who is an alter ego of Charles Fraser. When he speaks of brand, the environment, sensitivity, etc., he is amplifying, he is extending Charles Fraser's legacy for us. I think it is incredibly important that we hear that message and understand its implication on what is most important on how we make decisions today. I think Ned is absolutely right when he says the beach is our Island's focus. Without the beach, we wouldn't be here, we wouldn't be the economy, the retirement community that we are. I think that when we are making this decision in effect what we are doing is telling the world our value system ~ how we solve problems. Is it simply the most practical, the most efficient or are we trying to make a broader statement of what is important to this community. I go back to conversations with Charles and hear him speaking a language of almost impracticality in order to send a message to people of how they emotionally respond to the environment. I don't mean just the natural environment, but the environment of people gathering in Harbor Town, the environment of school kids, etc. This to me is a microcosm of how we should be looking at decision making on this Island. The details aggregated create our brand. When we make this decision, I think we should be understanding that we are telling those millions of people who come to this Island what our value system is by the design excellence, but the practicality and by the solution. I think Ned makes another point ~ it isn't just about trash receptacles at the beach. It is also about the signage. How we welcome someone to the beach should be an important opportunity for us to market who we are to every person who walks down that pathway. It is a missed opportunity for us not to think about these things as sending a message to every single beach goer who goes to the beach. Now, will they get the message? I have no idea, but when a picture is taken of our beach and goes viral, they will see something that sends a message to somebody else. I think the opportunity is to say something to the broader world about who we truly are and I am fearful that if we don't take this extra measure of inquiry and excellence, that we are on a slide in the wrong direction. I encourage us to think of this not in terms of instantaneously of maintenance and practicality and cost, but also the impact on our brand.

Council Member Becker said she didn't think anyone could have said it better than Councilman Ames and thanked him for his input.

Chairman Grant moved to send this item to Town Council at the next meeting so we can approve the trash can enclosures. However, I would like to reinforce we want to be inclusive and don't think we should just be at Coligny and Islanders. Councilman Ames seconded but wanted clarification on how many receptacles we are talking about at the other areas. Councilman Ames asked Mr. Liggett and he said that if it is the consensus of the Committee that you are more inclined to propose these enclosures at the current Town beach accesses, between now and when this comes to Council, let us examine specifically what that means – number and location at the Town beach parks and we will include that in the memo that full Town Council reviews. That way you will have very specific understanding of the number of enclosures, what they will actually enclose at each of the parks. At the Council discussion we may get into approval or not or expansion based on that detail. Chairman Grant said this is a very good concept. Mr. Liggett said credit goes to Chris Darnell, the Town's Urban Designer who proposed this design. The motion passed unanimously.

6. Adjournment

Councilman Ames moved to adjourn. Council Member Becker seconded. The meeting was adjourned at 9:34 a.m.

Submitted by: Karen D. Knox

DRAFT



Town of Hilton Head Island
**Community Services &
Public Safety Committee**
Special Meeting

June 3, 2019, 9:00 am

Conference Room 1

MEETING MINUTES

Present from the Committee: Marc Grant, *Chairman*; Tom Lennox; Tamara Becker, *Alternate*

Absent from the Committee: Bill Harkins

Present from Town Staff: Josh Gruber, *Assistant Town Manager*; Lindsey Rambow, *Records Administrator*

Present from Media: None

1. Call to Order

Mr. Grant called the meeting to order at 9:00am.

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. Approval of Minutes

The minutes of the May 20, 2019, meeting were approved.

4. Executive Session

Mr. Lennox made a motion to adjourn to Executive Session for the purposes stated on the Agenda. The motion was seconded by Mr. Lennox and passed by a vote of 3-0.

5. Adjournment

At 10:05am, the Committee returned to Open Session. Mr. Lennox moved to adjourn and Mr. Grant seconded. The motion was approved.

Submitted by: Lindsey Rambow

Approved:



TOWN OF HILTON HEAD ISLAND

Public Projects and Facilities Management Department

TO: Stephen G. Riley, ICMA-CM, Town Manager
VIA: Scott Liggett, PE, Director of PP&F/Chief Engineer
FROM: Jeff Buckalew, PE, Town Engineer
CC: Josh Gruber, Assistant Town Manager
Darrin Shoemaker, PE, Town Transportation and Traffic Engineer
DATE: June 6, 2019
SUBJECT: Town Council Request for Traffic Signal Analysis at Long Cove Club Drive
and US 278 (Business)

Recommendation:

Staff recommends no further Town involvement in the pursuit of a traffic signal at the intersection of Long Cove Club Drive and William Hilton Parkway (US 278 (Bus.)).

Summary:

At the direction of Town Council, the Town funded traffic counts and provided supporting data to the South Carolina Department of Transportation (SCDOT), and requested a signal warrants analysis be performed at this intersection. SCDOT conducted this analysis and determined that a traffic signal is not recommended at this location (see Exhibit A.)

Background:

Councilman Ames, as a representative of the Long Cove Club, brought this issue to the Public Facilities Committee at the November 27, 2017 meeting, requesting a signal warrants analysis be conducted. At their December 19, 2017 meeting, Town Council directed staff to compensate Long Cove Club in an amount not to exceed \$2,000.00 for the procurement of current traffic count data necessary for the analysis. A Memorandum of Agreement between the Town and Long Cove Club was executed on April 26, 2018. Long Cove Club procured the traffic count data and provided it to the Town on April 26, 2019. Also on April 26, 2019, Town immediately submitted these traffic counts and other necessary data developed in-house to the SCDOT in a request that a signal warrants analysis be conducted at this intersection.

The SCDOT analysis found that certain criteria was not met and that a new traffic signal could not be justified at this locations. The Town's Comprehensive Plan also discourages signals within 1500 feet of each other. A new signal at Long Cove would be 800 feet from the existing Wexford signal

May 20, 2019

Mr. Jeff Buckalew, P.E.
Hilton Head Island Town Engineer
One Town Center Court
Hilton Head Island, South Carolina 29928

RE: US 278 (William Hilton Parkway) and Long Cove Drive (OS)
Signal Warrant Analysis

Dear Mr. Buckalew:

The Department has completed a signal warrant analysis of the twelve-hour vehicular volume count that was provided by the Town of Hilton Head Island. Enclosed is a copy of our report that summarizes our findings.

Based on the data provided, the installation of a traffic signal is not recommended for the intersection of William Hilton Parkway and Long Cove Drive. The traffic volumes from the minor streets are not at a level that would justify signalization. In addition, the collision history does not reveal a pattern of collisions that could be corrected with the installation of a traffic signal. Upon further review, this intersection is also not eligible for a traffic signal due to the fact that the signal at William Hilton Parkway and Shipyard Drive/ Wexford Drive is approximately 800 feet to the south. This does not meet the minimum signal spacing requirement of 1,320 feet.

If you have any questions pertaining to our findings, please contact our local Traffic Engineering office at (843) 740-1665.

Sincerely,



Joshua A. Johnson, PE, PTOE
District Traffic Engineer

JAJ:aaa

Enclosure

ec: Timothy R. Henderson, P.E., P.L.S., District Engineering Administrator
Leon Crimmins, General Manager/COO, Long Cove Club

File: D6/Beaufort/AAA

US 278 (William Hilton Parkway) and Long Cove Drive (OS) Signal Warrant Analysis

A signal warrant analysis was performed for the intersection of William Hilton Parkway at Long Cove Drive. The analysis consisted of a twelve-hour vehicular volume count and a three-year collision history review. The count was provided by the Town of Hilton Head and was conducted on a typical weekday that included the AM, midday, and PM peak traffic times. This report summarizes the findings of the engineering study and assesses the operating conditions to determine if a traffic signal is warranted.

The intersection of William Hilton Parkway and Long Cove Drive is a cross-type intersection. William Hilton Parkway runs in a north/south direction. The northbound approach of William Hilton Parkway consists of two twelve-foot approach lanes, a right-turn lane, and an offset left-turn lane. The southbound approach consists of two twelve-foot approach lanes, an offset left-turn lane, and a right-turn lane. The posted speed limit on William Hilton Parkway is 45 mph. The westbound approach to the intersection is a driveway for Central Church and consists of a shared through/left-turn lane and a right-turn lane. Long Cove Drive is the eastbound approach of the intersection. Long Cove Drive consists of a shared through/left-turn lane and a channelized right-turn lane with an approximately 600 foot acceleration lane onto William Hilton Parkway.

A signal warrant analysis was conducted using the warrants in the *Manual on Uniform Traffic Control Devices (MUTCD) 2009 Edition*. The warrants considered were Warrant 1 Condition A (Vehicular Volume) and Condition B (Interruption to Continuous Traffic), Warrant 2 (Four-Hour Volume), and Warrant 7 (Collision History).

The two traffic volume signal warrants considered in this analysis were Warrant 1 (Eight-Hour Vehicular Volume) and Warrant 2 (Four-Hour Vehicular Volume). To satisfy Warrant 1, traffic must exceed minimum volume thresholds for any eight hours of the day. The inputs used to determine the needed threshold levels include number of lanes on each approach, hourly traffic volume (total of both approaches) on the major street, and hourly traffic volume (higher volume approach) on the minor street. For the purposes of this review, William Hilton Parkway was considered as a two lane roadway in each direction. Long Cove Drive was considered as one lane in each direction. Additionally, the MUTCD provides guidance on the consideration of right-turning traffic at the intersection, stating in part "engineering judgement should be used to determine what, if any portion of the right-turn traffic is subtracted from the minor-street traffic count". This is because right-turn traffic can be generally expected to experience less delay by turning right on red under a signalized condition. In this study, the right-turn movement from Long Cove Drive onto William Hilton Parkway was not included in the warrant analysis. This movement is channelized, has an approximate six-hundred foot acceleration lane and this movement would not be controlled by a traffic signal. Finally, the MUTCD provides reduced volume thresholds for roadways with a speed limit of 45 mph or greater. This 70 percent factor was applied to the analysis based on the William Hilton Parkway speed limit of 45 mph.

Based on the existing parameters of the intersection as described above, the minimum volume threshold needed to satisfy Warrant 1-Condition A is 420 vehicles per hour (vph) on the major street approaches and 105 vph on the higher minor street approach. To satisfy Warrant 1-Condition B requires the total of both approaches of the major street to be equal to or greater than 630 vph for each of the eight hours studied and 53 vph or greater on the higher minor street approach for the same eight hours. The tables below provide these thresholds and the actual intersection traffic volumes.

	Major Street Volume (total of both approaches)	Minor Street Volume (higher volume approach)	Hour Met?	
Threshold	420 (Condition A) 630 (Condition B)	105 (Condition A) 53 (Condition B)	Condition A	Condition B
7 – 8 AM	1519	15	NO	NO
8 – 9 AM	2597	37	NO	NO
9 – 10 AM	2551	42	NO	NO
10 – 11 AM	2513	41	NO	NO
11 AM– 12 PM	2737	58	NO	YES
12 – 1 PM	2809	42	NO	NO
1 – 2 PM	2836	37	NO	NO
2 – 3 PM	2989	40	NO	NO
3 – 4 PM	2786	39	NO	NO
4 – 5 PM	3284	27	NO	NO
5 – 6 PM	3447	31	NO	NO
6 – 7 PM	3147	56	NO	YES

As shown in the above table, none of the required eight hours met for Condition A and two hours of the eight hours met for Condition B. Therefore, the warrant is not satisfied.

If neither Condition A nor Condition B is met, reduced thresholds may be considered for Warrant 1. Specifically, the MUTCD states that the lower threshold is “used for combination of Conditions A and B after adequate trial of other remedial measures.” Therefore, the combination warrant was also considered for Warrant 1. The table below provides the analysis results for combination Warrant 1.

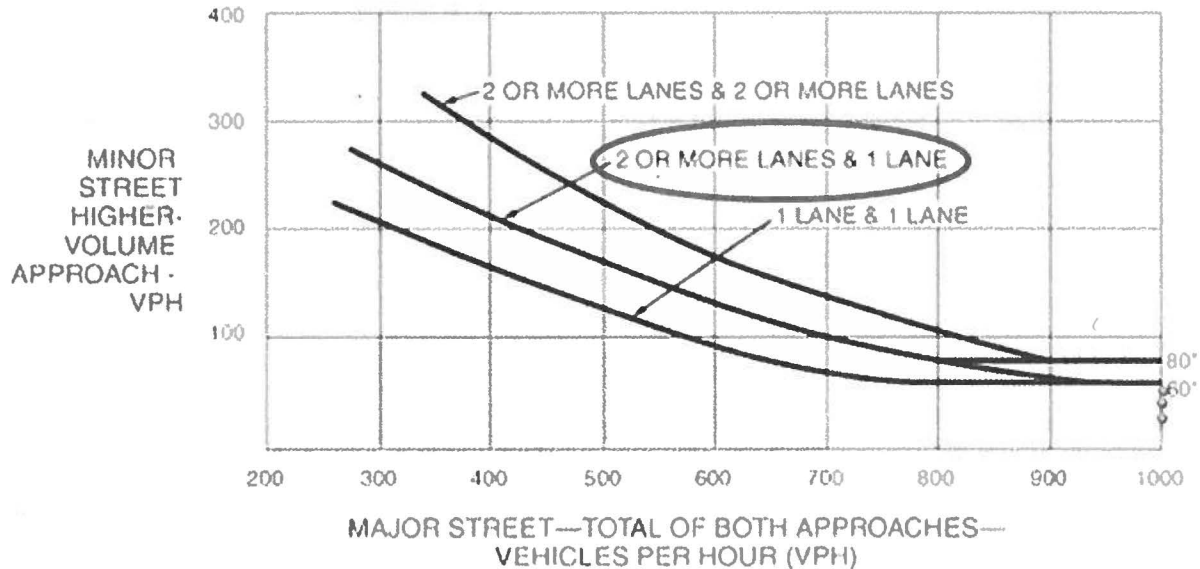
	Major Street Volume (total of both approaches)	Minor Street Volume (higher volume approach)	Hour Met?
Threshold	504	84	Condition A & B
7 – 8 AM	1519	15	NO
8 – 9 AM	2597	37	NO
9 – 10 AM	2551	42	NO
10 – 11 AM	2513	41	NO
11 AM– 12 PM	2737	58	NO
12 – 1 PM	2809	42	NO
1 – 2 PM	2836	37	NO
2 – 3 PM	2989	40	NO
3 – 4 PM	2786	39	NO
4 – 5 PM	3284	27	NO
5 – 6 PM	3447	31	NO
6 – 7 PM	3147	56	NO

As shown in the above table, none of the required eight hours met the combination warrant. Therefore, the warrant is not satisfied.

To satisfy Warrant 2, (Four-Hour Vehicular Volume), traffic must exceed minimum volume thresholds for any four hours of the day. The thresholds are defined in graphical form. Points plotted above the threshold curve indicate hours meeting the minimum thresholds. The chart below provides the graphical warrant with the highest four hours of traffic plotted.

Figure 4C-2. Warrant 2, Four-Hour Vehicular Volume (70% Factor)

(COMMUNITY LESS THAN 10,000 POPULATION OR ABOVE 40 MPH ON MAJOR STREET)



As shown in the graph above the minimum threshold for the higher-volume minor-street approach is 60 vehicles for any four of the twelve hours studied. The highest four-hour vehicular volume for the minor street occurred from 9:00 AM to 10:00 AM, 11:00 AM to 12:00 PM, 12:00 PM to 1:00 PM and from 6:00 PM to 7:00 PM with vehicular volumes of: 42, 58, 42, and 56 respectively. None of the required four hours were met; therefore, Warrant 2 (Four-Hour Vehicular Volume) is not satisfied.

A collision history review was performed from January 2015 through September 2018, using information from the Department of Public Safety database. Our review revealed two collisions were reported; one in 2015 and one in 2018. Both collisions were left-turn collisions, involving vehicles turning left from US 278 onto Long Cove Drive.

Recommendations:

Based on the signal warrant analysis, the installation of a traffic signal is not recommended for the intersection of William Hilton Parkway and Long Cove Drive. The traffic volume from the minor street is not at a level that would justify signalization. In addition, the collision history does not reveal a pattern of collisions that could be corrected with the installation of a traffic signal.

Anastopoulos
 Checked By: AP 5/14
 Reviewed By: JF 5/15/2019

**BEAUFORT COUNTY
SHERIFF'S OFFICE**

UNIFORM CRIME REPORT



**TOWN OF HILTON HEAD
1ST QUARTER 2019**

DATA SOURCE/CRITERIA

All law enforcement agencies in the state compile incident-based data on crimes occurring in their jurisdiction. While one incident can result in multiple offenses being tracked in the local system, only data that meets the national criteria is forwarded to the SC Law Enforcement Division.

Currently if a burglary is reported and property stolen, two offenses are tracked locally but only the major crime, burglary, is reported using the South Carolina Incident-Based Reporting System. This data is collected by SLED and then forwarded to the FBI, which administers the Uniform Crime Reporting (UCR) program.

The Beaufort County Sheriff's Office will begin using the UCR criteria to account for crime in this report so that it will more closely match the data published by the FBI.

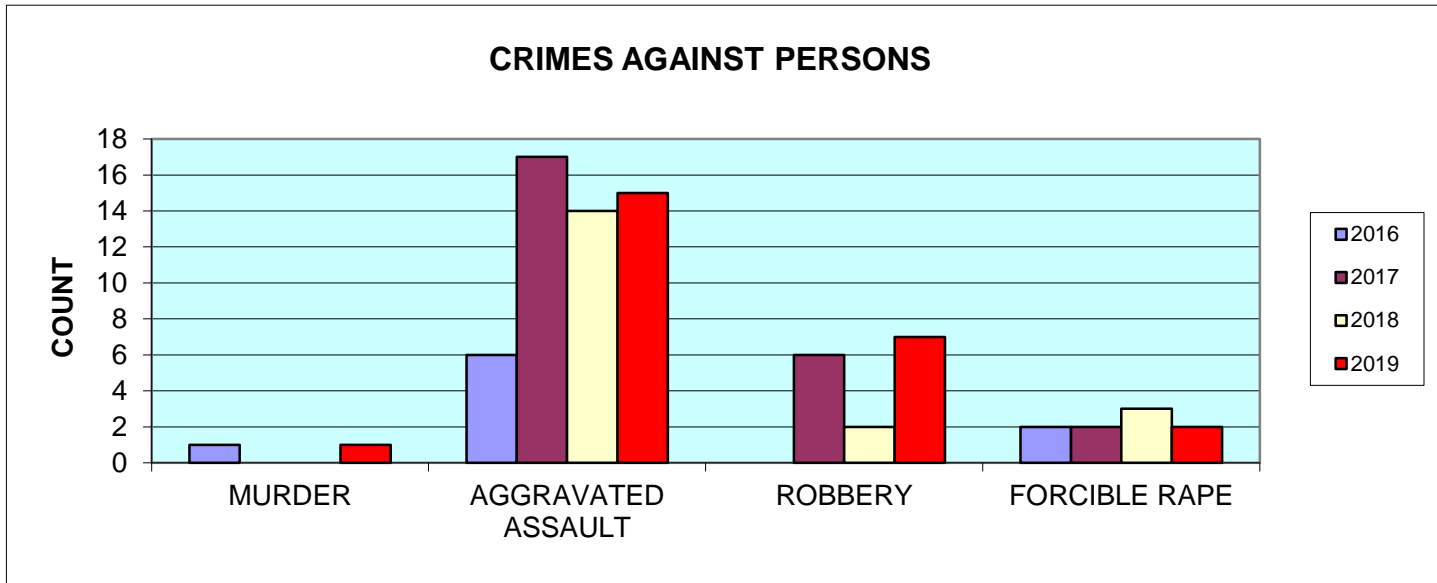
Crimes Against Persons will include Murder, Aggravated Assault, Robbery and Forcible Rape.

Crimes Against Property will include Burglary, Larceny and Auto Theft.
Vehicle Collisions will remain the same as they are not reportable UCR crimes.

This report is based only on the crimes that occurred on Hilton Head Island.

CRIMES AGAINST PERSONS

CRIMES AGAINST PERSONS	1ST QTR	1ST QTR	1ST QTR	1ST QTR
	2016	2017	2018	2019
MURDER	1	0	0	1
AGGRAVATED ASSAULT	6	17	14	15
ROBBERY	0	6	2	7
FORCIBLE RAPE	2	2	3	2
TOTAL	9	25	19	25



These statistics are compiled using the following Uniform Crime Reporting (UCR) criteria:

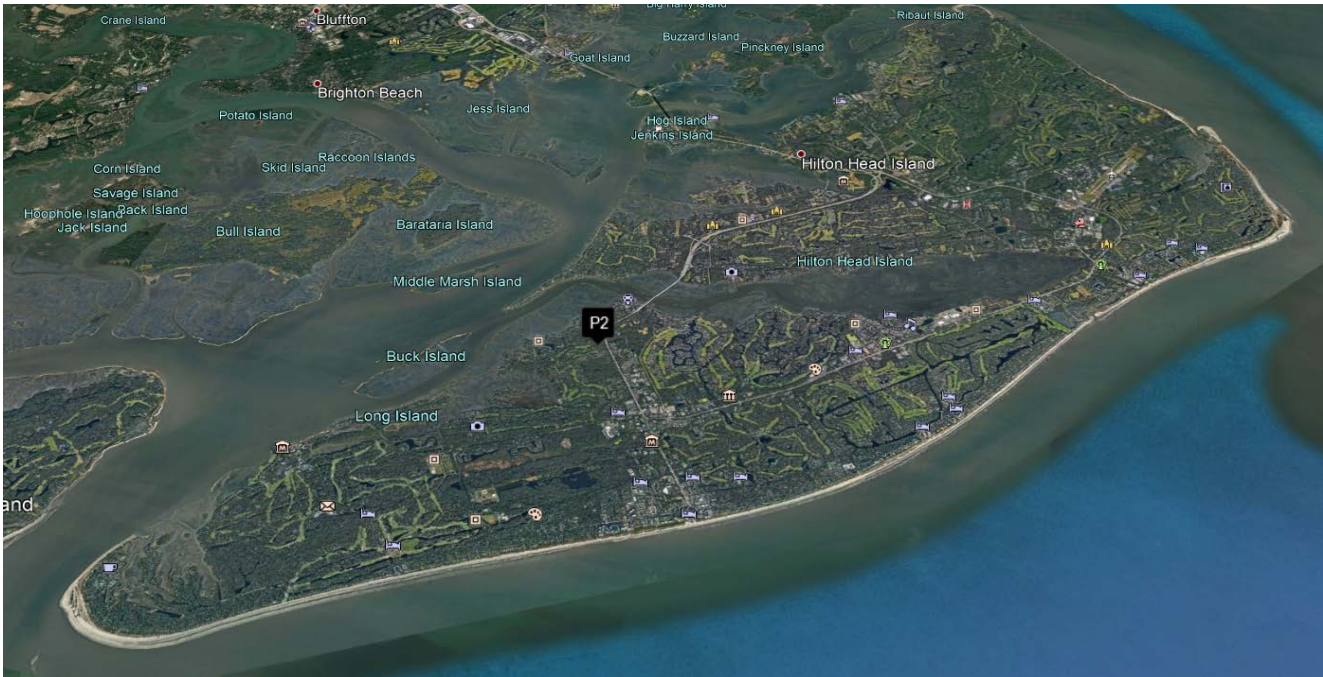
Murder and non-negligent manslaughter: The willful killing of one human being by another. Any death due to injuries received in a fight, quarrel, assault or commission of a crime is classified in this category.

Aggravated Assault: An unlawful attack by one person upon another wherein the offender uses a weapon or displays it in a threatening manner, or the victim suffers obvious severe or aggravated bodily injury (involving apparent broken bones, loss of teeth, possibly internal injury, severe laceration, loss of consciousness due to injury, etc.)

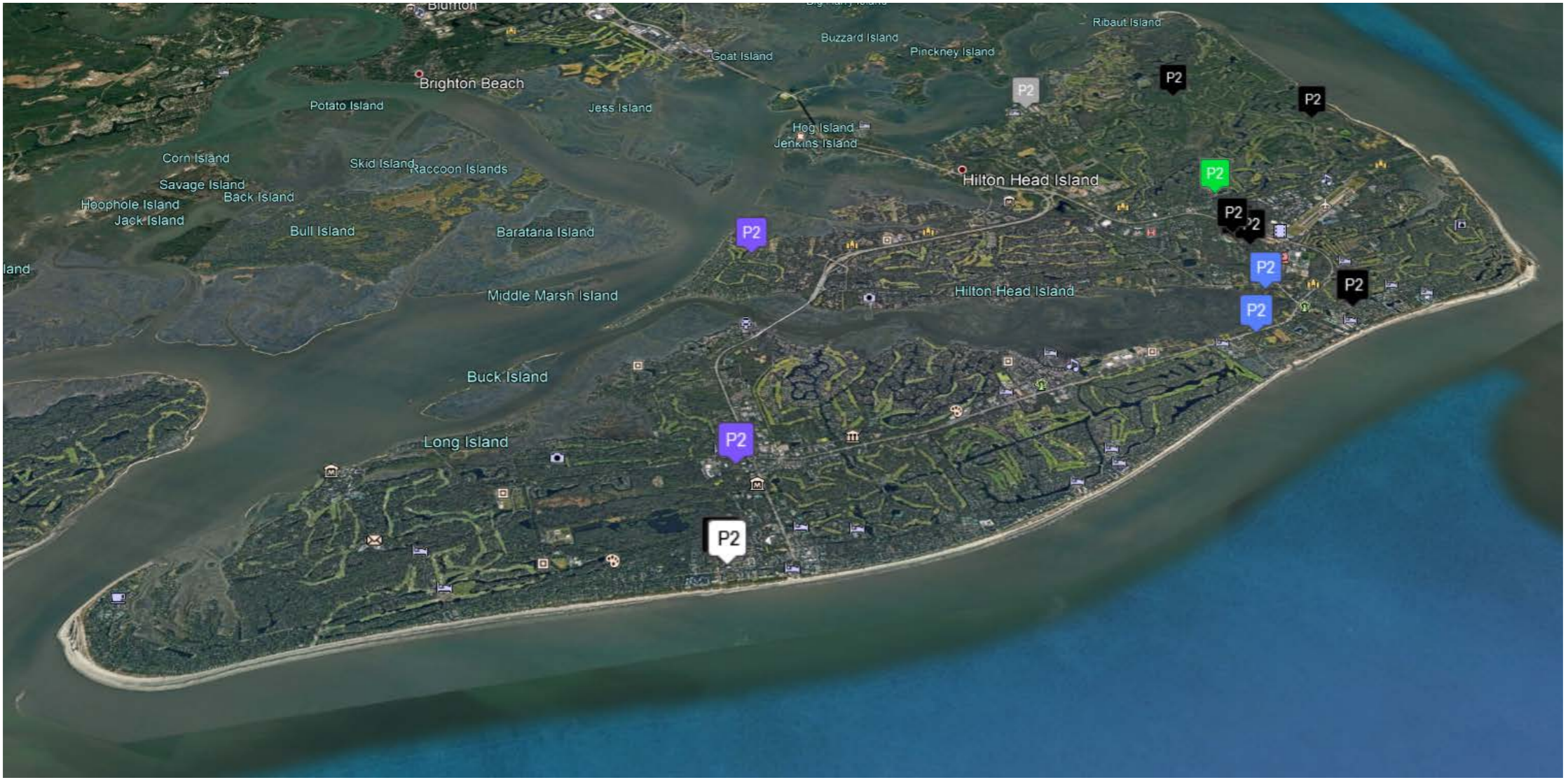
Robbery: Taking or attempting to take, under confrontational circumstances, anything of value from another person by force or threat of force or violence and/or by putting the victim in fear of immediate harm.

Forcible Rape: Any sexual act directed against another person, forcibly and/or against the persons will; or not forcibly or against the person's will where the person is unable to give consent. A person may unable to give consent due to: very young or very old, mental or physical incapacity, intoxication, the influence of drugs.

MURDER



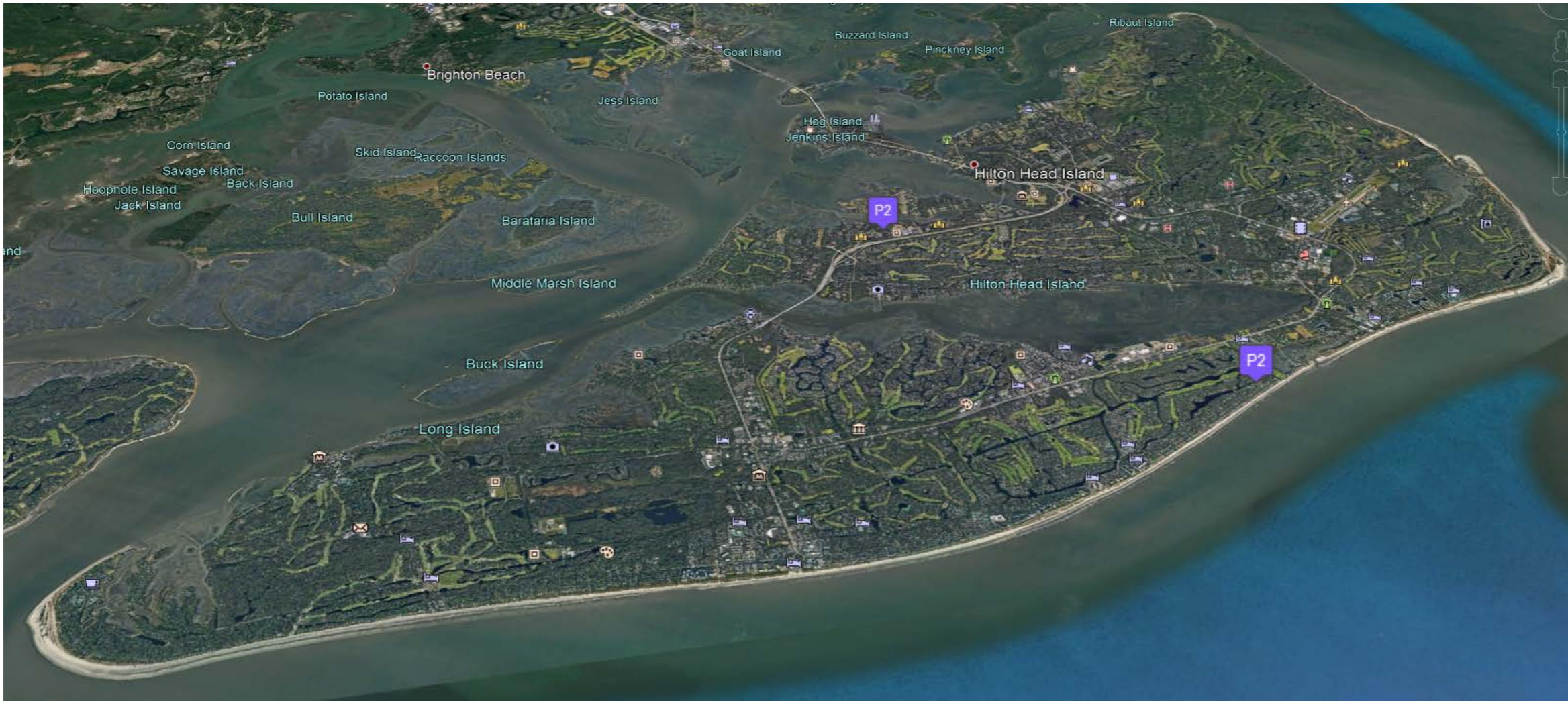
AGGRAVATED ASSAULT



ROBBERY

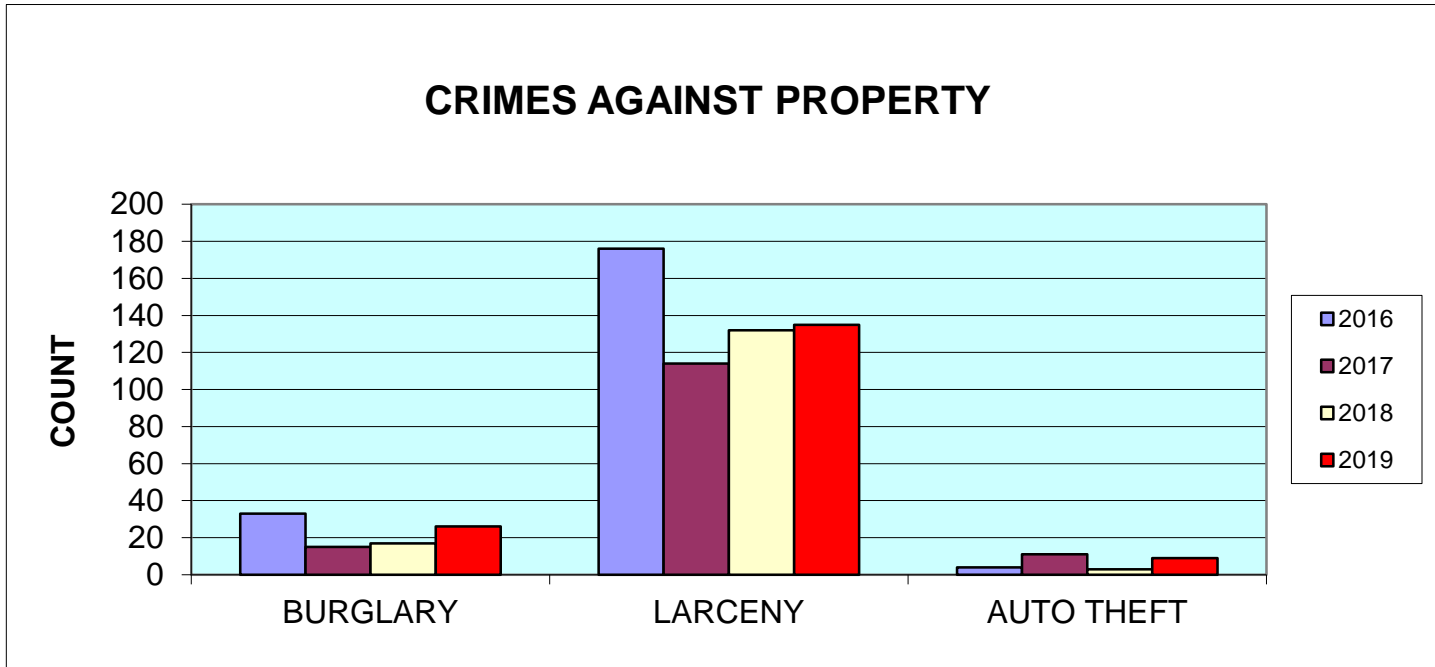


FORCIBLE RAPE



CRIMES AGAINST PROPERTY

CRIMES AGAINST PROPERTY	1ST QTR	1ST QTR	1ST QTR	1ST QTR
	2016	2017	2018	2019
BURGLARY	33	15	17	26
LARCENY	176	114	132	135
AUTO THEFT	4	11	3	9
TOTAL	213	140	152	170



Burglary/Breaking & Entering: The UNLAWFUL ENTRY into a building or other structure with the intent to commit a serious crime or theft.

Structure: A structure is defined as a building or walled enclosure which can be enclosed on all sides by closing doors or windows.

Motor vehicles, motor homes, trailers and other mobile property are **NOT** structures. Some mobile property may be made immobile.

Larceny: The unlawful taking of property from the possession or constructive possession of another person. Types of larceny include: pocket picking, purse snatching, shoplifting, theft from a building theft from coin operated machine or device, theft from a motor vehicle, theft of motor vehicle parts and thefts from enclosures, etc, and from residences where no unlawful entry of a structure is involved.

Motor Vehicle Theft: Theft of a motor vehicle. This does not include using a motor vehicle without the expressed consent of the owner.

BURGLARY



LARCENY

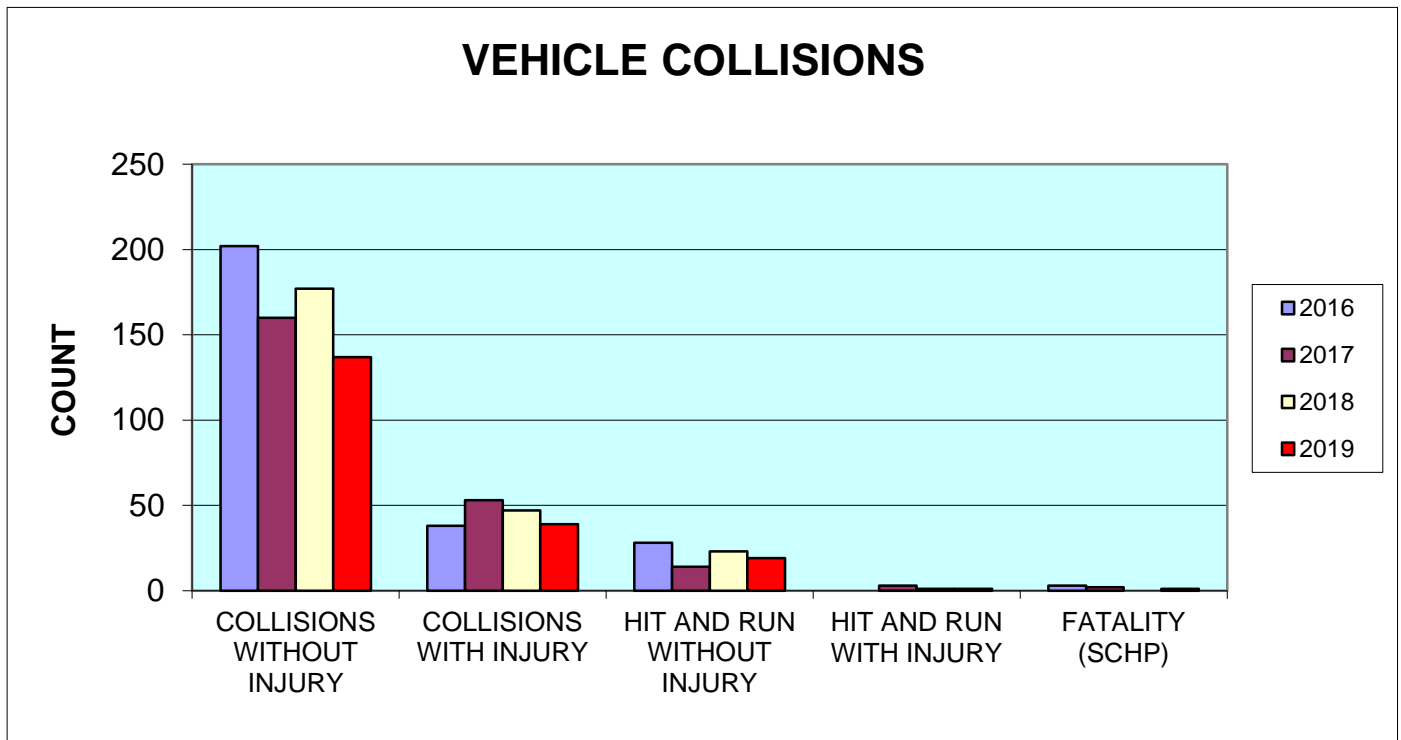


AUTO THEFT



VEHICLE COLLISIONS

VEHICLE COLLISIONS	1ST QTR	1ST QTR	1ST QTR	1ST QTR
	2016	2017	2018	2019
COLLISIONS WITHOUT INJURY	202	160	177	137
COLLISIONS WITH INJURY	38	53	47	39
HIT AND RUN WITHOUT INJURY	28	14	23	19
HIT AND RUN WITH INJURY	0	3	1	1
FATALITY (SCHP)	3	2	0	1
TOTAL	271	232	248	197



Note:
 These statistics are compiled using the Offense Code.

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY	
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY		
5C	POINT COMFORT ROAD AREA						
	GREENWOOD DRIVE	1	0	0	0	0	
	PALMETTO BAY ROAD	4	0	0	0	0	
	TOWN CENTER COURT	0	0	1	0	0	
	WILLIAM HILTON PARKWAY	7	2	1	1	0	
	TOTAL	12	2	2	1	0	17

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY	
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY		
5E	FOLLY FIELD AREA						
	FOLLY FIELD ROAD	0	1	0	0	0	
	SEA HORSE WAY	1	0	0	0	0	
	TOTAL	1	1	0	0	0	2

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY	
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY		
5F	MATHEWS DRIVE AREA						
	MATHEWS DRIVE	1	0	0	0	0	
	POWER ALLEY	1	0	0	0	0	
	SOUTHWOOD PARK DRIVE	2	0	0	0	0	
	WILLIAM HILTON PARKWAY	1	1	0	0	0	
	TOTAL	5	1	0	0	0	6

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY	
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY		
5G	MATHEWS DRIVE/DILLON ROAD AREA						
	DILLON ROAD	0	1	0	0	0	
	FISH HAUL ROAD	1	0	0	0	0	
	FORT HOWELL DRIVE	0	1	0	0	0	
	GATEWAY CIRCLE	1	0	0	0	0	
	HOSPITAL CENTER BLVD	4	0	0	0	0	
	HUNTER ROAD	1	0	0	0	0	
	MATHEWS DRIVE	2	0	3	0	0	
	NORTH MAIN STREET	1	0	0	0	0	
	PALMETTO PARKWAY	2	0	0	0	0	
	PLAZA DRIVE	1	1	0	0	0	
	WILLIAM HILTON PARKWAY	0	0	1	0	0	
	TOTAL	13	3	4	0	0	20

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY	
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY		
5H	FESTIVAL CENTER AREA						
	HATTON PLACE	2	0	0	0	0	
	LEG O MUTTON ROAD	1	0	0	0	0	
	PEMBROKE DRIVE	4	0	0	0	0	
	TOTAL	7	0	0	0	0	7

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY	
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY		
5I	SPANISH WELLS RD/MARSHLAND RD						
	FORMOSA LANE	1	0	0	0	0	
	HUMANE WAY	1	0	0	0	0	
	LEG O MUTTON ROAD	0	2	0	0	0	
	MARSHLAND ROAD	2	0	1	0	0	
	NATURES WAY	0	0	1	0	0	
	OAKVIEW ROAD	0	0	1	0	0	
	SPANISH WELLS ROAD	2	1	0	0	0	
	WILLIAM HILTON PARKWAY	3	0	0	0	0	
	TOTAL	9	3	3	0	0	15

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
5J	SQUIRE POPE ROAD AREA					
	FULLER POINTE DRIVE	1	0	0	0	0
	GUM TREE ROAD	4	1	1	0	0
	HUDSON ROAD	1	0	1	0	0
	MAIN STREET	2	0	0	0	0
	NORTH MAIN STREET	1	0	1	0	0
	SCHOOL ROAD	1	0	0	0	0
	SQUIRE POPE ROAD	2	0	0	0	0
	WILLIAM HILTON PARKWAY	5	0	1	0	0
	TOTAL	17	1	4	0	0
						22

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
5K	SEA PINES AREA					
	CLUB COURSE DRIVE	1	0	0	0	0
	DEER ISLAND ROAD	1	0	0	0	0
	GREENWOOD DRIVE	7	3	0	0	0
	LANDS END ROAD	1	0	0	0	0
	LIGHTHOUSE LANE	1	0	0	0	0
	NORTH CALIBOGUE CAY ROAD	0	1	0	0	0
	PLANTATION DRIVE	0	0	0	0	1
	TOTAL	11	4	0	0	1
						16

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
5Q	PALMETTO DUNES/SHELTER COVE					
	ARTHUR HILLS COURT	1	0	0	0	0
	HOTEL CIRCLE	0	0	1	0	0
	QUEENS FOLLY ROAD	3	0	0	0	0
	QUEENS WAY	1	0	0	0	0
	SHELTER COVE LANE	3	0	0	0	0
	TOTAL	8	0	1	0	0
						9

VEHICLE COLLISIONS		COLLISIONS	COLLISIONS	HIT & RUN	HIT & RUN	FATALITY
		WITHOUT INJURY	WITH INJURY	WITHOUT INJURY	WITH INJURY	
5U	HILTON HEAD PLANTATION AREA					
	HIGH BLUFF ROAD	0	1	0	0	0
	YELLOW RAIL LANE	1	0	0	0	0
	TOTAL	1	1	0	0	0
						2

FATALITIES	
	1 FATALITY - PLANTATION DRIVE, SEA PINES. VEHICLE VS BICYCLE ON 3-21-19

BICYCLE ACCIDENTS	
	3 BICYCLE ACCIDENTS. 1 NEAR PALMETTO PKWY, 1 ON WILLIAM HILTON PKWY AND A FATALITY IN SEA PINES

TICKETS

	TICKETS		WARNINGS	
	2018	2019	2018	2019
JANUARY	255	212	210	98
FEBRUARY	213	307	224	298
MARCH	324	332	266	382
APRIL	168		113	
MAY	210		73	
JUNE	227		105	
JULY	210		121	
AUGUST	260		114	
SEPTEMBER	251		133	
OCTOBER	189		119	
NOVEMBER	263		120	
DECEMBER	202		97	
TOTAL	2772	851	1695	778
TOTAL 2018	2772		1695	
TOTAL 2019	851		778	

MARINE PATROL

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL
REPORTS	0				0
UTTS	0				0
WARNINGS	0				0
ARRESTS	0				0
BOATER ASSISTS	0				0
BOAT STOPS	0				0
DROP SITE CHECKS	0				0
BOAT LANDING CHECK	4				4
FISHING PIER CHECK	1				1
MARINA PATROL	3				3
ASSIST OTHER AGENCY	0				0
OPEN LAND TRUST CHECKS	2				2
EMERGENCY CALLOUTS	1				1

CALLS FOR SERVICE

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL
CFS 2018	19,897	19,720	23,761	21,792	85,170
CFS 2019	23,003				23,003
REPORTS 2018	966	1,133	1,232	953	4,284
REPORTS 2019	1,001				1,001
ARRESTS 2018	115	108	144	150	517
ARRESTS 2019	151				151
TR-309 2018	173	257	264	201	895
TR-309 2019	179				179
DOOR HANGERS 2018	522	555	577	503	2,157
DOOR HANGERS 2019	316				316

SEU CALLS FOR SERVICE

	1ST QTR	2ND QTR	3RD QTR	4TH QTR	TOTAL
CFS 2018	582	617	614	522	2,335
CFS 2019	896				896
REPORTS 2018	23	20	28	14	85
REPORTS 2019	29				29
ARRESTS 2018	8	4	5	4	21
ARRESTS 2019	9				9
WARRANTS 2018	1	1	0	0	2
WARRANTS 2019	5				5

CFS - Calls for Service. Any call initiated by the officer (proactive or extra patrol) or the dispatch center.

Reports - Any incident documented by the officer and assigned a case number.

Arrests - Courtesy Summons or physical arrest made by an officer.

TR-309 - Traffic collision form for a collision not investigated by BCSO. Not assigned a case number.

Door Hangers - Hang tags left by an officer for activated alarms, unsecured property etc.



CRIMES AGAINST PERSONS BY GRID

GRID	DATE	NUMBER	STREET ADDRESS	UCR
5A South Forest Beach Area				
5A08	02/01/2019	19S028410	10 LEMOYNE AVE #509B; OCEAN WALK VILLAS	13A
5A04	03/03/2019	19S056723	7 GREENWOOD DR #A; REILLEYS PLAZA-ONE HOT MOMM	13A
Total incidents for Zone 5A: 2				
5C Point Comfort Road Area				
5C01	03/21/2019	19S072924	6 POINT COMFORT RD; POINT COMFORT CLUB	09A
Total incidents for Zone 5C: 1				
5D Singleton / Bradley Beach Area				
5D01	01/12/2019	19S009721	10 DANIEL DR	13A
Total incidents for Zone 5D: 1				
5E Folly Field Area				
5E01	03/11/2019	19S064943	45 FOLLY FIELD RD #10F; FIDDLERS COVE; U:16	13A
Total incidents for Zone 5E: 1				
5F Mathews Drive Area				
5F08	03/10/2019	19S063524	11 SOUTHWOOD PARK DR #43; HILTON HEAD GARDENS	13A
5F08	01/03/2019	19S002251	11 SOUTHWOOD PARK DR #48; HILTON HEAD GARDENS	13A
5F08	01/26/2019	19S022845	11 SOUTHWOOD PARK DR; HH GARDENS; APT 37	13A
5F07	01/05/2019	19S003683	8 SOUTHWOOD PARK DR #165; SANDALWOOD TERRACE	13A
5F01	01/27/2019	19S023242	MATHEWS DR / MATHEWS CT	120
Total incidents for Zone 5F: 5				
5G Mathews Drive / Dillon Road Area				
5G01	03/24/2019	19S075292	10 VANESSA LN; U:10	120
5G02	02/18/2019	19S045075	25 HOSPITAL CENTER BLVD; HH HOSPITAL	13A
5G02	01/13/2019	19S010785	25 HOSPITAL CENTER BLVD; HH HOSPITAL	13A
5G01	03/10/2019	19S063355	66 HORSE SUGAR LN	13A
Total incidents for Zone 5G: 4				
5I Spanish Wells Road / Marshland Road Area				
5I08	03/27/2019	19S078599	2 WELLS EAST DR; WELLS EAST	13A
5I10	03/28/2019	19S079358	24 BLUEBELL LN	11A
5I04	03/17/2019	19S069605	24 MARSHLAND RD	120
5I04	03/12/2019	19S065391	28 MARSHLAND RD #HOUSA	120
5I04	03/17/2019	19S069422	7 MARSHLAND RD; U:14	13A
5I01	01/25/2019	19S021845	JONESVILLE RD	120
Total incidents for Zone 5I: 6				

GRID	DATE	NUMBER	STREET ADDRESS	UCR
5J <u>Squire Pope Road Area</u>				
5J01	01/18/2019	19S014796	165 WILLIAM HILTON PKWY; PARKERS GAS STATION	120
5J01	02/14/2019	19S041518	397 SQUIRE POPE RD; BOATHOUSE II GRILL	13A
Total incidents for Zone 5J: 2				
5Q <u>Palmetto Dunes / Shelter Cove Area</u>				
5Q01	02/26/2019	19S052861	179 MOORING BUOY	11A
5Q02	02/06/2019	19S032824	27 SHELTER COVE LN; PALMETTO DUNES	120
Total incidents for Zone 5Q: 2				
5U <u>Hilton Head Plantation Area</u>				
5U01	03/10/2019	19S063673	1 WINDFLOWER CT; HILTON HEAD PLANTATION	13A
Total incidents for Zone 5U: 1				
Total incidents for Report: 25				



CRIMES AGAINST PROPERTY BY GRID

GRID	DATE	NUMBER	STREET ADDRESS	UCR
5A South Forest Beach Area				
5A45	03/04/2019	19S058168	1 COLIGNY CIR #BEACH; COLIGNY BEACH PARK	23H
5A44	02/09/2019	19S036391	10 N FOREST BEACH DR #3402; SEA CREST CONDOS	23H
5A44	02/09/2019	19S036402	10 N FOREST BEACH DR; SUNCOM/ATT 10 N FOREST BEACH	23H
5A14	02/11/2019	19S037920	10 S FOREST BEACH DR #311; FOREST BEACH VILLAS	23H
5A01	03/29/2019	19S080235	101 WOODHAVEN DR #B51; WOODHAVEN VILLAS	23H
5A01	03/22/2019	19S073768	101 WOODHAVEN DR #D99; WOODHAVEN VILLAS	23G
5A24	01/04/2019	19S002910	104 CORDILLO PKWY; CORDILLO COURTS; HEDGES	23H
5A01	01/29/2019	19S025293	12 S FOREST BEACH DR #16; CONTINENTAL CLUB	23H
5A01	03/31/2019	19S082089	14 MYRTLE LN	23D
5A35	02/02/2019	19S029744	15 DEALLYON AVE #36; COURTSIDE VILLAS; U:80	23H
5A32	01/14/2019	19S011409	15 NASSAU ST #D203; CORAL SANDS RESORT WEST	23H
5A41	02/25/2019	19S051844	41 S FOREST BEACH DR #1407; OCEAN OAK	23D
5A01	01/29/2019	19S025323	50 S FOREST BEACH DR; MARRIOTT GRAND OCEAN	23F
5A04	03/20/2019	19S071573	7 GREENWOOD DR #A; REILLEYS PLAZA-ONE HOT MOMM	23D
5A01	01/30/2019	19S026593	70 POPE AVE #L; BILO	23C
5A01	02/09/2019	19S036470	70 POPE AVE #L; CIRCLE CENTER; BILO	23C
Total incidents for Zone 5A: 16				
5B North Forest Beach Area				
5B01	02/28/2019	19S054332	1 EXECUTIVE PARK RD; U:19	23H
5B03	03/10/2019	19S063871	1 N FOREST BEACH DR #F6; COLIGNY PLAZA; U:22 ; PIGGL	23H
5B01	01/11/2019	19S008963	1 N FOREST BEACH DR; FROSTY FROG	220
5B01	03/28/2019	19S079565	1 N FOREST BEACH DR; PIGGLY WIGGLY	23H
5B02	02/07/2019	19S034627	14 NEW ORLEANS RD #2; ART OF MASSAGE	23D
5B01	03/13/2019	19S065917	15 SANDPIPER ST	23F
5B01	03/13/2019	19S065897	17 SANDPIPER ST	23F
5B02	02/01/2019	19S028937	2 NEW ORLEANS RD; REILLEYS WINE AND SPIRITS	23C
5B01	01/07/2019	19S005197	20 EXECUTIVE PARK RD; RMC & THE STUDIO; U:41	23F
5B08	01/02/2019	19S001165	37 NEW ORLEANS RD #Q; HOUSE OF DESIGNS	220
5B09	03/19/2019	19S070971	4 N FOREST BEACH DR #126; BREAKERS; U:0000443	240
5B09	03/13/2019	19S065995	4 N FOREST BEACH DR #223; BREAKERS	23F
5B01	03/13/2019	19S066041	4 ROBIN ST; U:25	23H
5B02	03/12/2019	19S065508	4 SAINT AUGUSTINE PL; COMPASS ROSE PARK	23F
5B02	01/15/2019	19S012409	42 NEW ORLEANS RD #1D; LANDMARK BUILDING	23F
5B02	01/12/2019	19S009939	50 NEW ORLEANS RD; MCDONALDS ON NEW ORLEANS R	23D
5B02	01/28/2019	19S024418	59 NEW ORLEANS RD #A; REMAXX REALTY	220
5B01	01/03/2019	19S001695	6 LAGOON RD #6; ROLLERS LIQUOR AND PARTY STORE	240
5B01	02/16/2019	19S043138	7 HERON ST	23H
5B01	02/22/2019	19S048936	7 OSPREY ST; U:46	23F

GRID	DATE	NUMBER	STREET ADDRESS	UCR
Total incidents for Zone 5B: 20				
5C Point Comfort Road Area				
5C01	01/22/2019	19S019058	1 ROW BOAT RD; LYNES ON DESIGN	23D
5C01	01/26/2019	19S022656	100 HELMSMAN WAY #208; PALMETTO BAY CLUB	23F
5C10	03/25/2019	19S076446	1000 WILLIAM HILTON PKWY #B2; VILLAGE AT WEXFORD	23H
5C01	02/06/2019	19S033324	6 FOREST COVE CV; FOREST COVE	23F
5C01	03/19/2019	19S070891	6 POINT COMFORT RD #2B; POINT COMFORT CLUB	23F
5C01	02/03/2019	19S030681	68 HELMSMAN WAY; CROSS ISLAND BOAT LANDING	23H
5C01	02/07/2019	19S034717	78 ARROW RD #A; CHURCH MOUSE	23D
5C01	01/03/2019	19S001814	80 PADDLE BOAT LN; BRIGHTON BAY	23F
5C03	03/04/2019	19S057628	811 WILLIAM HILTON PKWY #C; LAVA 24 FITNESS	23F
5C03	01/06/2019	19S004363	829 WILLIAM HILTON PKWY #CHURC; CHRIST LUTHERAN (220
5C11	01/12/2019	19S009948	843 WILLIAM HILTON PKWY #C; PANA ROOFING	23F
5C01	01/08/2019	19S006522	85 ARROW RD; PREMIER ROOFING	23H
5C03	03/29/2019	19S080115	856 WILLIAM HILTON PKWY #B; HARGRAY COMMUNICATIO	23G
5C05	02/27/2019	19S053816	890 WILLIAM HILTON PKWY #1; FRESH MARKET SHOPPES	23F
Total incidents for Zone 5C: 14				
5D Singleton / Bradley Beach Area				
5D01	03/21/2019	19S073135	60 BURKES BEACH RD; BURKES BEACH ACCESS GATE	23F
5D01	02/01/2019	19S029002	618 WILLIAM HILTON PKWY #A	220
5D01	01/17/2019	19S014275	9 BRADLEY CIR	220
Total incidents for Zone 5D: 3				
5F Mathews Drive Area				
5F08	02/11/2019	19S037974	11 SOUTHWOOD PARK DR #58; HILTON HEAD GARDENS; U	23G
5F01	02/08/2019	19S035878	125 MATHEWS DR; ENMARK; U:0000028	23C
5F01	03/04/2019	19S057632	430 WILLIAM HILTON PKWY ; sea turtle plaza ; ORANGE THE	23F
5F01	01/08/2019	19S006526	540 WILLIAM HILTON PKWY #CHUR; FIRST PRESBYTERIAN	23D
5F01	02/22/2019	19S048964	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048963	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048962	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048961	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048959	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048957	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048956	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048955	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048954	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048953	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048952	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048950	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/22/2019	19S048949	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	02/18/2019	19S045112	546 WILLIAM HILTON PKWY; BARGAIN BOX	23H
5F01	01/04/2019	19S002483	7 THOMPSON ST; HORLBECK CARPENTARY	23F
5F01	01/21/2019	19S018110	9 MARBLEHEAD RD; OLD WOODLANDS	23F
5F05	01/07/2019	19S005648	96 MATHEWS DR #80; WOODLAKE VILLAS; WOODLAKE VIL	23G

GRID	DATE	NUMBER	STREET ADDRESS	UCR
Total incidents for Zone 5F: 21				
5G Mathews Drive / Dillon Road Area				
5G01	01/14/2019	19S011547	1 CARDINAL RD #4; MATHEWS CENTRE	23F
5G01	02/18/2019	19S044896	12 FINCH ST #BA; DAVIS CUSTOM PAINT SOLUTIONS	240
5G01	02/26/2019	19S052984	120 LAMOTTE DR #200; LIFE CARE CENTER OF HILTON HE	23D
5G11	01/07/2019	19S005848	155 DILLON RD; COTTON HOPE #2411	240
5G11	01/20/2019	19S017407	156 DILLON RD; COTTON HOPE ; 113	23H
5G01	01/11/2019	19S009055	16 CARDINAL RD; MAID FOR YOU	220
5G02	03/20/2019	19S072372	25 HOSPITAL CENTER BLVD; HH HOSPITAL	23D
5G01	01/21/2019	19S017919	3 NORTHRIDGE DR; ACE HARDWARE	23H
5G12	03/30/2019	19S080913	30 MATHEWS DR #611; TABBIE WALK	240
5G08	02/15/2019	19S042536	435 WILLIAM HILTON PKWY #D; MICKEYS PUB	23H
5G01	03/25/2019	19S076171	5 HUNTER RD #B3; OSCARS AUTO; CAOBA CONSTRUCTIO	23H
5G01	01/18/2019	19S015539	55 BAYGALL RD	23H
5G01	02/01/2019	19S028638	6 PALMETTO PKWY; U:14; DOLLAR GENERAL	23D
5G01	02/22/2019	19S048416	71 MATHEWS DR #STORE; KANGAROO EXPRESS	23C
5G07	02/04/2019	19S031870	95 MATHEWS DR #C1; OKKO; U:19	23D
Total incidents for Zone 5G: 15				
5H Festival Center Area				
5H01	01/21/2019	19S018016	101 BERWICK DR #GCART; GOLF COURSE AT INDIGO RUN	240
5H01	01/24/2019	19S020933	15 INDIGO RUN DR #14; AVALON AT INDIGO RUN; INDIGO F	220
5H01	01/23/2019	19S019627	15 INDIGO RUN DR #21; AVALON AT INDIGO RUN	220
5H01	01/23/2019	19S019617	15 INDIGO RUN DR #22; AVALON AT INDIGO RUN; INDIGO F	220
5H01	01/23/2019	19S019687	15 INDIGO RUN DR #31; AVALON AT INDIGO RUN; INDIGO F	220
5H01	01/23/2019	19S019687	15 INDIGO RUN DR #31; AVALON AT INDIGO RUN; INDIGO F	23F
5H01	01/23/2019	19S019587	15 INDIGO RUN DR #35; AVALON AT INDIGO RUN; INDIGO F	220
5H01	01/23/2019	19S019678	15 INDIGO RUN DR #36; AVALON AT INDIGO RUN; INDIGO F	220
5H01	01/23/2019	19S019577	15 INDIGO RUN DR #5; AVALON AT INDIGO RUN; INDIGO R	220
5H01	01/23/2019	19S019677	15 INDIGO RUN DR; AVALON; INDIGO RUN	23F
5H01	01/27/2019	19S023500	235 BERWICK DR; BERWICK GREEN; INDIGO RUN	23F
5H01	01/27/2019	19S023502	249 BERWICK DR; INDIGO RUN	23F
5H04	02/06/2019	19S033430	25 PEMBROKE DR #WMART; WALMART	23F
5H04	01/21/2019	19S017770	25 PEMBROKE DR #WMART; WALMART	23C
5H04	01/10/2019	19S008306	25 PEMBROKE DR #WMART; WALMART	23C
5H04	01/08/2019	19S006445	25 PEMBROKE DR #WMART; WALMART	23C
5H04	03/29/2019	19S080747	25 PEMBROKE DR #WMART; WALMART; U:165	23H
5H01	01/27/2019	19S023358	269 BERWICK DR; INDIGO RUN	220
5H01	01/27/2019	19S023358	269 BERWICK DR; INDIGO RUN	23F
5H01	01/28/2019	19S024295	30 LANCASTER PL; INDIGO RUN	23F
5H01	01/27/2019	19S023448	45 WEDGEFIELD DR; INDIGO RUN	23F
5H01	01/27/2019	19S023452	47 WEDGEFIELD DR; INDIGO RUN	23H
5H01	01/27/2019	19S023706	69 WEDGEFIELD DR; INDIGO RUN	23F
5H01	01/27/2019	19S023458	80 WEDGEFIELD DR; INDIGO RUN	23F
5H02	01/26/2019	19S022558	95 GARDNER DR; CHRISTIAN RENEWAL CHURCH	23F

GRID	DATE	NUMBER	STREET ADDRESS	UCR
Total incidents for Zone 5H: 25				
5I Spanish Wells Road / Marshland Road Area				
5I04	02/15/2019	19S042289	1 MARSHLAND RD #A; U:22	220
5I04	01/14/2019	19S011779	10 CAPITAL DR; SOUTHERN SERVICES	240
5I01	03/15/2019	19S067676	10 HUMANE WAY #B; HILTON HEAD HUMANE ASSOCIATIO	220
5I03	01/05/2019	19S003456	12 DIANAHS DR; U:12	23F
5I03	01/29/2019	19S025430	16 JOYCE LN; ARBORCARE TREE EXPERTS	220
5I03	01/14/2019	19S011254	180 MARSHLAND RD; APT B3	23F
5I03	01/03/2019	19S001769	23 PEREGRINE DR; PEREGRINE POINTE	23F
5I04	02/21/2019	19S047965	27 MARSHLAND RD	23F
5I01	01/12/2019	19S009894	360 SPANISH WELLS RD #C; SPANISH WELLS BUS PARK; T	23F
5I07	01/04/2019	19S002512	380 MARSHLAND RD #E34; SUMMER HOUSE; INDIGO RUN	240
5I01	02/22/2019	19S049087	380 MARSHLAND RD; SUMMER HOUSE #H-21	23H
5I01	01/20/2019	19S017406	386 SPANISH WELLS RD #B3; LA ISLA MAGAZINE	23H
5I10	01/12/2019	19S009835	4 GOLD OAK CT; STERLING POINT	23F
5I11	02/12/2019	19S039361	40 ALFRED LN	23F
5I10	01/12/2019	19S010026	42 OAKVIEW RD; U:28	23F
5I10	01/12/2019	19S009590	61 GOLD OAK DR; STERLING POINT	220
5I03	03/16/2019	19S068667	74 VICTORIA SQUARE DR; VICTORIA SQUARE; INDIGO RUI	23F
5I10	02/27/2019	19S053468	76 OAKVIEW RD #A	23F
5I03	03/29/2019	19S080068	8 MOSSY OAKS LN; CROSSWINDS	23F
5I03	03/02/2019	19S056164	8 MOSSY OAKS LN; CROSSWINDS	23F
Total incidents for Zone 5I: 20				
5J Squire Pope Road Area				
5J15	01/02/2019	19S001246	1 GUM TREE RD #STORE; KANGAROO EXPRESS	23C
5J01	02/27/2019	19S053501	10 BLUEWATER MARINA DR #AMENT; BLUEWATER RESOF	23H
5J05	02/25/2019	19S051669	20 WILBORN RD; ISLAND RECREATION CENTER	23H
5J01	01/17/2019	19S014333	204 WILD HORSE RD	220
5J01	03/19/2019	19S071371	397 SQUIRE POPE RD; BOATHOUSE II GRILL	23F
5J01	03/16/2019	19S069070	397 SQUIRE POPE RD; BOATHOUSE II GRILL	23F
5J01	02/14/2019	19S041518	397 SQUIRE POPE RD; BOATHOUSE II GRILL	23F
5J01	02/13/2019	19S040617	397 SQUIRE POPE RD; BOATHOUSE II GRILL	23F
5J06	02/22/2019	19S048871	55 WILBORN RD; HH MIDDLE SCHOOL; GYM	23C
5J06	02/08/2019	19S035651	55 WILBORN RD; HH MIDDLE SCHOOL; GYM	23H
5J05	02/01/2019	19S028800	70 WILBORN RD #SCHOL; HH HIGH SCHOOL	23D
Total incidents for Zone 5J: 11				
5K Sea Pines Area				
5K01	01/29/2019	19S025622	131 N SEA PINES DR; SEA PINES	23D
5K01	03/13/2019	19S065951	18 W BEACH LAGOON RD; SEA PINES	23H
5K02	01/16/2019	19S013522	41 OTTER RD; SEA PINES	23D
5K01	03/25/2019	19S076606	6 BLACK TERN RD; SEA PINES	23H
5K05	03/25/2019	19S076063	71 LIGHTHOUSE RD #510; LOWCOUNTRY PRODUCE	220
5K01	01/04/2019	19S002823	86 S SEA PINES DR; SEA PINES	23H

GRID	DATE	NUMBER	STREET ADDRESS	UCR
Total incidents for Zone 5K: 6				
5L Shipyard Plantation Area				
5L01	01/17/2019	19S014352	113 SHIPYARD DR; GREENS; SHIPYARD; #157	220
5L01	02/01/2019	19S028956	55 BARCELONA DR; BRIGANTINE QUARTERS; UNIT 218	220
Total incidents for Zone 5L: 2				
5N Port Royal Area				
5N04	01/09/2019	19S007382	3 WIMBLEDON CT #B102; PORT ROYAL VILLAGE; PORT RC	23H
Total incidents for Zone 5N: 1				
5Q Palmetto Dunes / Shelter Cove Area				
5Q01	01/19/2019	19S016654	1 BRIGANTINE; PALMETTO DUNES	23H
5Q01	01/11/2019	19S008887	10 DALMATION LN	23H
5Q01	02/14/2019	19S041084	10 DUNE HOUSE LN #5; MOORINGS; PALMETTO DUNES; M	23H
5Q01	01/15/2019	19S012888	10 QUEENS FOLLY RD #SECUR; PALMETTO DUNES SECUF	240
5Q03	02/12/2019	19S038989	13 HARBOURSIDE LN #H; HARBOURSIDE II STE 2H - NASH	220
5Q04	02/09/2019	19S036534	28 SHELTER COVE LN; BELK	23C
5Q04	02/08/2019	19S035602	28 SHELTER COVE LN; BELK	23C
5Q04	01/26/2019	19S022155	28 SHELTER COVE LN; BELK	23G
5Q04	01/04/2019	19S002802	28 SHELTER COVE LN; BELK	23C
5Q01	03/30/2019	19S081180	3 BRIGANTINE; PALMETTO DUNES	220
5Q04	01/14/2019	19S011480	38 SHELTER COVE LN #121; SHOPS; PALMETTO DUNES	23H
5Q01	01/30/2019	19S026646	7 MID STREAM; PALMETTO DUNES	23D
5Q01	02/25/2019	19S051823	7 PROMONTORY CT; PALMETTO DUNES	220
Total incidents for Zone 5Q: 13				
5U Hilton Head Plantation Area				
5U01	03/26/2019	19S077383	120 HIGH BLUFF RD; HILTON HEAD PLANTATION	23D
5U02	03/14/2019	19S066837	20 LADY SLIPPER #CLUBH; CYPRESS CLUBHOUSE; HILTOI	23D
5U02	02/11/2019	19S038052	28 MEADOWLARK LN; CYPRESS; HILTON HEAD PLANTATIC	23D
Total incidents for Zone 5U: 3				
Total incidents for Report: 170				



TOWN OF HILTON HEAD ISLAND

Public Projects and Facilities Management Department

TO: Stephen G. Riley, ICMA-CM, Town Manager
VIA: Scott Liggett, PE, Dir. of Public Projects & Facilities / Chief Engineer
FROM: Jeff Buckalew, PE, Town Engineer
COPY: John Troyer, Finance Director
James Cook, Engineering Project Manager
Jeff Netzinger, Storm Water Manager/Asst. Town Engineer
DATE: June 17, 2019
SUBJECT: Public Dedication of Private Roads – Main Street, from Whooping Crane Way to Wilborn Road, Central Avenue, Museum Street, Merchant Street and a portion of Meeting Street

Recommendation:

Staff recommends the Town accept the dedication of the following private road rights of way for perpetual ownership and maintenance with the conditions that the road owner repairs the existing deficiencies to the satisfaction of the Town, or provide compensation totaling 50% of the actual cost of immediate repairs (assessments and estimates available upon request), currently estimated at not to exceed \$238,319.00, that the road owner assign to the Town currently possessed easement rights 10' wide adjacent to all rights of way for construction and maintenance of future pedestrian infrastructure, and that the rights of way not be accepted before July 1, 2020 to afford time for necessary budget and legal provisions. The private road rights of way to be dedicated are: Main Street, from Whooping Crane Way to Wilborn Road, Central Avenue, Museum Street and Merchant Street (see Exhibit A).

Summary:

The owners of these private roads have offered to dedicate the rights of way to the Town (see Exhibit B). These roads and this offer do not meet the all of the requirements of the Town's policy for acceptance of private roads (See Exhibit C). Notable deficiencies relate to insufficient right of way width and the lack of certification that the road was constructed and surfaced in accordance with SCDOT Standards. However, Town Council may wish to consider the benefits to the travelling public-at-large in accepting these rights of way, rather than simply relieving the road owner of their liabilities and maintenance responsibilities, and shifting the burden to the Town.

Staff has made both a technical review of the application (see Exhibit D) as well as a subjective review of the application (see Exhibit E) to determine if the criteria has been met and provide insights to support the recommendation to accept the roads. While certain policy criteria are clearly not met, the overall conclusion of Staff in the assessment of this application is that there would be net benefit to the travelling public in the government ownership and maintenance of these roads if the costs of necessary and immediate repairs are shared.

Background:

Town Council adopted a revised Policy for the Dedication and Acceptance of Private Road Rights of Way in July, 2014. The owner of these roads desires to dedicate them to the Town. The roads are

Private Road Right of Way Dedications

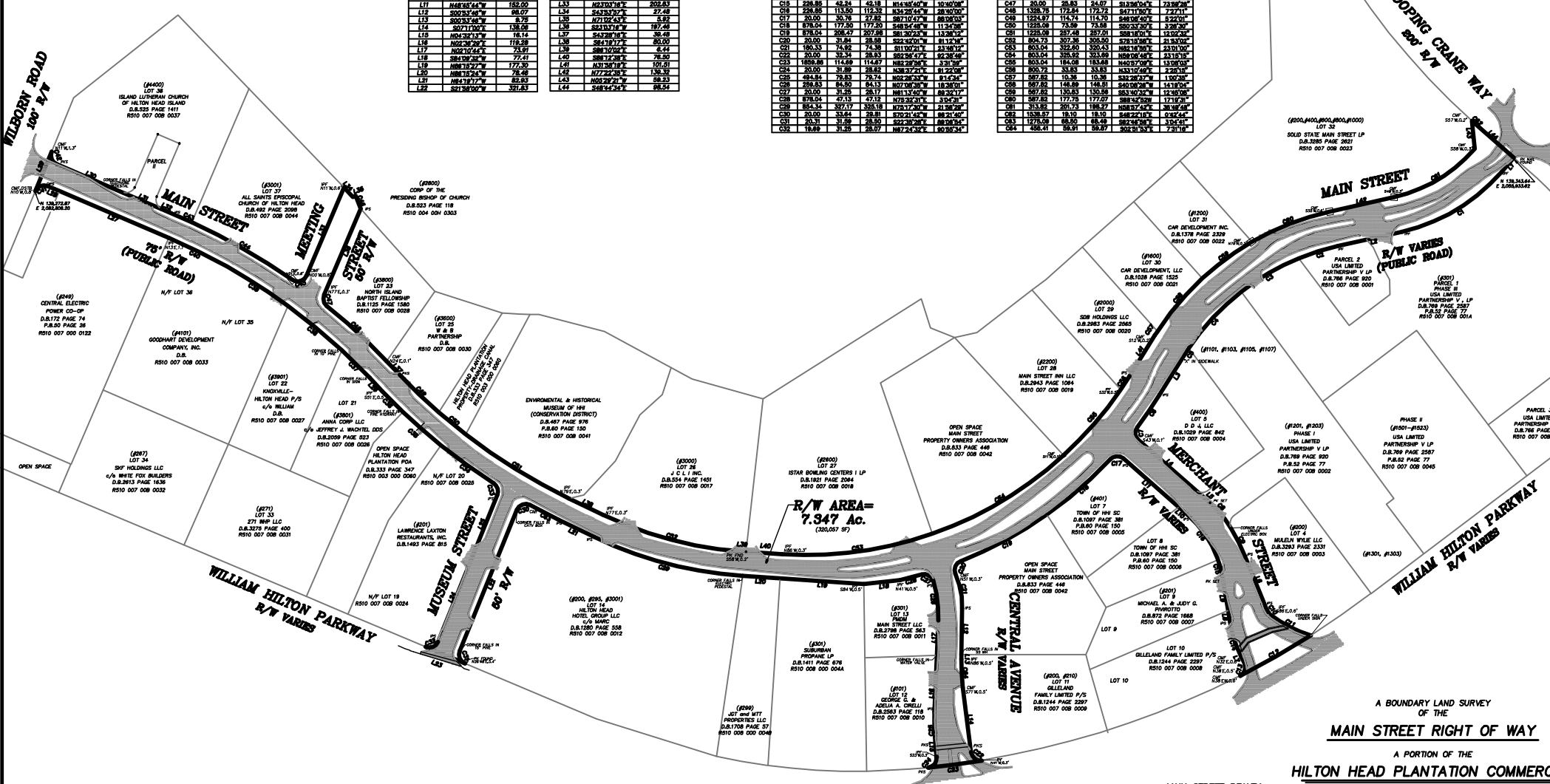
06/21/2019

Page 2

connected to public roads, a commercial corridor, the public school campus and a large residential neighborhood.

Currently, the roads are in poor condition and there are several deficiencies requiring immediate maintenance. Staff has estimated the cost of immediate repairs to be \$476,638.00. Long term capital improvements are estimated to be \$2.5 to \$5 million over the next five-plus years, depending on the scope and extent of improvements. This could entail new pathways or sidewalks in the rights of way, resurfacing or reconstruction of the pavement section. Future capital storm water improvements could be \$1,400,000 if the existing pipes required lining or replacement. The annual recurring maintenance costs of these rights of way is estimated to be \$40,000 to \$50,000. Funding for maintenance of the roads will be derived from the Road Usage Fee. Funding for maintenance of the storm drainage systems shall be derived from the Storm Water Utility funds. Funding for the landscape maintenance, litter control and lighting shall be derived from the general fund, ad valorem taxes. Capital improvements shall be funded by future CIP budgets.

EXHIBIT A



LINE TABLE

LINE	BEARING	LENGTH
L1	S20°28'48"W	58.44
L2	S77°28'12"E	136.59
L3	S31°58'18"E	101.91
L4	S48°36'42"E	167.81
L5	N07°32'42"E	241.63
L6	S22°00'30"E	123.08
L7	N08°17'48"W	74.33
L8	N08°32'30"E	111.52
L9	N08°26'30"E	85.77
L10	N08°36'42"E	27.84
L11	N08°34'42"E	166.00
L12	S00°32'42"W	98.67
L13	N08°34'42"E	9.78
L14	N02°11'00"E	136.08
L15	N08°32'42"E	119.28
L16	N08°32'42"E	119.28
L17	N08°10'42"E	74.97
L18	N08°12'30"E	77.41
L19	N08°12'30"E	177.30
L20	N08°12'30"E	78.48
L21	N08°12'30"E	82.43
L22	S01°30'00"E	351.63

CURVE TABLE

CURVE	RADIUS	LENGTH	CHORD	BEARING	DELTA
C1	338.82	248.24	358.81	S88°37'42"W	38°30'00"
C2	812.80	88.22	88.12	S74°33'27"W	8°37'48"
C3	812.80	143.89	140.42	S68°38'26"W	18°42'08"
C4	812.80	185.80	185.11	S49°31'34"W	18°17'26"
C5	812.80	18.31	18.31	S34°30'28"W	1°34'28"
C6	878.04	85.45	85.73	S24°30'47"W	5°24'45"
C7	20.00	30.07	27.32	S08°51'54"E	88°58'28"
C8	230.89	88.98	88.89	S08°24'28"E	18°08'08"
C9	434.77	85.85	85.87	S08°18'00"E	8°36'00"
C10	31.17	10.85	10.71	S38°30'30"E	28°18'18"
C11	258.00	68.26	67.97	S02°27'24"E	22°42'36"
C12	1588.00	174.80	174.81	S00°00'00"E	0°00'00"
C13	30.00	31.18	28.10	N18°11'06"E	18°11'06"
C14	388.80	78.45	78.13	N17°31'45"E	18°30'00"
C15	288.85	42.24	42.18	N14°36'40"E	10°48'00"
C16	288.85	118.00	119.22	N02°30'42"E	28°30'00"
C17	31.00	30.78	27.42	N02°10'17"E	88°00'00"
C18	878.04	177.30	177.30	S08°34'48"W	11°34'36"
C19	878.04	205.57	207.88	S01°30'24"E	13°24'36"
C20	20.00	31.88	28.81	S04°00'00"E	81°14'24"
C21	180.33	74.82	74.38	S11°00'24"E	23°38'12"
C22	180.33	75.34	88.31	S02°52'47"E	82°48'00"
C23	1888.88	114.88	114.87	N04°29'36"E	3°31'36"
C24	20.00	31.88	28.82	N38°37'24"E	18°24'36"
C25	484.83	78.83	78.71	N02°30'24"E	81°14'24"
C26	258.85	84.50	84.13	N07°36'36"E	18°30'00"
C27	20.00	31.88	28.17	N08°13'36"E	88°24'36"
C28	484.83	47.13	47.13	N78°30'24"E	3°24'36"
C29	812.80	327.17	328.18	N74°17'00"E	21°18'24"
C30	30.00	33.64	28.81	S72°21'48"E	88°24'36"
C31	30.00	31.88	28.80	S22°30'24"E	88°34'36"
C32	18.88	31.36	28.07	N02°24'36"E	90°34'36"

ADDITIONAL CURVE DATA

C33	30.00	22.64	25.48	N17°37'24"W	78°10'24"
C34	1278.08	157.76	157.72	N43°07'00"W	8°11'36"
C35	1278.08	106.83	106.80	N48°37'42"E	2°17'12"
C36	1278.08	81.28	81.01	N44°31'00"E	2°30'24"
C37	1278.08	82.14	82.13	N42°18'48"E	3°38'36"
C38	1278.08	152.88	152.87	N08°27'56"E	8°57'36"
C39	1278.08	153.08	152.99	N07°12'48"E	8°51'24"
C40	1278.08	157.80	157.83	N03°54'48"E	8°10'48"
C41	18.74	31.27	28.10	S42°08'00"E	82°00'00"
C42	30.78	31.87	28.47	S24°11'48"E	88°18'36"
C43	1588.80	31.28	31.88	N08°07'48"E	1°24'36"
C44	30.00	30.83	28.10	N74°30'12"E	10°02'36"
C45	30.00	30.83	28.10	N74°30'12"E	10°02'36"
C46	1588.80	31.28	31.88	N08°07'48"E	1°24'36"
C47	30.00	29.83	24.07	N13°30'12"E	7°38'36"
C48	1588.80	172.84	172.72	N47°11'00"E	7°27'12"
C49	1588.80	114.74	114.71	S48°08'00"E	8°22'00"
C50	1228.80	73.38	73.58	S00°33'36"E	3°38'36"
C51	1228.80	207.48	207.01	S08°18'00"E	12°24'36"
C52	804.41	302.94	304.89	N07°00'00"E	21°30'00"
C53	804.41	302.60	300.43	N04°18'00"E	23°31'00"
C54	804.41	304.95	304.89	N08°08'00"E	23°18'00"
C55	804.41	184.08	183.69	N44°07'00"E	13°30'00"
C56	804.41	33.83	33.83	N33°10'24"E	2°38'12"
C57	804.41	19.38	19.38	S33°29'36"E	1°00'00"
C58	804.41	148.89	148.81	S40°00'00"E	14°18'00"
C59	804.41	150.83	150.80	S04°30'36"E	10°48'00"
C60	804.41	172.75	172.67	S04°30'36"E	13°18'00"
C61	313.84	201.73	198.57	N08°37'48"E	28°34'48"
C62	1588.80	181.00	181.00	S48°27'00"E	8°54'00"
C63	1278.08	88.30	88.48	S02°24'36"E	5°04'48"
C64	288.41	88.91	88.87	S04°21'36"E	7°31'00"

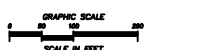


- NOTES:**
1. THIS LOT LIES IN ZONE \"Y-1\", R/F.Z.=14.0 PER PAR. 16.1.1, COMMUNITY NO. 498290, REVISION 9/28/06.
 2. THIS BOUNDARY SURVEY WAS CONDUCTED BY THE SURVEYOR AND REVISIONS FOR CLARIFICATION, CORRECTIONS, AND MODIFICATIONS TO THE SURVEY RECORDS WILL BE MADE AS NECESSARY. THE SURVEYOR HAS REVIEWED THE RECORDS AND HAS FOUND THEM TO BE ACCURATE AND CORRECT.
 3. ALL BOUNDARY SURVEY REQUIREMENTS SHOULD BE VERIFIED WITH THE PROPER AUTHORITIES PRIOR TO DESIGN AND CONSTRUCTION.
 4. CORRECTIONS ARE NOT RESPONSIBLE FOR ANY ERRORS OR OMISSIONS IN THIS SURVEY.

LEGEND

B.S.L.	BUILDING SETBACK LINE
CL	CABLE TELEVISION
CP	CIVIL ENGINEERING PROFESSIONAL FOUNDATION
CS	CONCRETE FOUNDATION
IFP	IRON PIPE (NEW) SET
ME	MEASUREMENT POINT
S.M.	SANITARY MANHOLE

Where all of these or any of these are found, there shall be deemed to be a building set-back line. Where any of these are found, there shall be deemed to be a building set-back line. Where any of these are found, there shall be deemed to be a building set-back line. Where any of these are found, there shall be deemed to be a building set-back line.



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

SURVEYED BY: LC
DRAWN BY: WJD
CHECKED BY: TWW



"I HEREBY STATE THAT TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THIS SURVEY 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 A BOUNDARY SURVEY AS SPECIFIED THEREIN. THERE ARE NO VISIBLE ENCROACHMENTS OR PROJECTIONS OTHER THAN SHOWN."

PREPARED FOR: **MAIN STREET REALTY**
MICHAEL R. DUNHAM
S.C.L.S. NO. 71808

REFERENCE PLAT
P.A. 34 PAGE 718

EXHIBIT B

TOWN OF HILTON HEAD ISLAND APPLICATION FOR THE DEDICATION OF PRIVATE ROAD RIGHT OF WAY

Private Road Name: MAIN STREET, MERCHANT ST, CENTRAL AVE
Date of Application: 4/23/14 MUSEUM ST, MEETING ST.

Data for Eligibility Requirements:

- Right of Way (R/W) Width: 50-75' (feet)
- Connecting Public Road R/W: U.S. HIGHWAY 278

The Road Serves (check those that apply)

- Exclusive Access to Dwelling Units (>5)
- Exclusive Access to 37 Non-residential Parcels (>1)
- Average Annual Daily Traffic (AADT) volume of (>1000)
- Copy of the R/W Deed (Attached)

I (We) as the sole owner(s) of this road right of way acknowledge and agree the following to be accurate and true to the best of my (our) knowledge:

- The property is free of liens against (or other clouds on) title to the road's dedicated right-of-way, and is free of any other covenants, restrictions, or encumbrances substantially affecting the Town's ability to use the road as a Town Road
- The right of way offered for dedication meets or exceeds the minimum width requirements of Section 16-5-504 of the Town's Land Management Ordinance.
- The street was constructed and surfaced with finished paving in conformance with the latest edition of the Standard Specifications for Highway Construction, South Carolina Department of Transportation (per Section 16-5-504 of the Town's Land Management Ordinance).

Furthermore, I (we) as the sole owner(s) of this road right of way agree to:

- donate that amount of land needed to assemble a dedicated right-of-way of minimum width that satisfies the requirements of 16-5-504 of the Town's Land Management Ordinance,
- donate any existing or proposed drainage easements that the Town Engineer considers necessary for adequate storm drainage conveyance,
- have the road designated for public use,
- grant Town staff or their assigns right of entry to inspect the road right of way, and
- conduct pavement testing and analysis.

MAIN STREET PROPERTY OWNERS ASSOCIATION, INC.

Right of Way Owner: BY: [Signature]

Date: 6/2/14

(Print name here) _____

Right of Way Owner: _____

Date: _____

(Print name here) _____

(Check here and add sheets if more than two owners involved)

Survey Data:

Right of Way plat, Signed, Sealed, dated by Professional Land Surveyor registered in South Carolina. Provide eight (8) hard copies at legible scale, PDF file and AutoCAD file. Plat must comply with the attached Plat Checklist.

Topographic survey, Signed, Sealed, dated by Professional Land Surveyor registered in South Carolina. Provide eight (8) hard copies at legible scale, PDF file and AutoCAD file.

Topographic Survey within the road Right of Way must contain the following information.

- Road profile and cross sections at 50-foot intervals (centerline and edges of pavement)
- Storm drainage features with invert/rim elevations (pipes - size and material, structures, ditches)
- Visible utilities (manholes, valves, poles, junction boxes, lights, etc.)
- Driveways (width, material)
- Curb and gutter and sidewalk/pathway if present
- Trees (>= 6" DBH)
- Signs and Yard appurtenances (fences, mailboxes, landscaping, irrigation, etc.)
- Property corners at the road R/W

Additional Data:

If available or required by the Town, the applicant shall provide the following data:

- Construction Plans
- Materials Testing Reports from construction
- Any Easement Encumbrances or evidence of utility claims to prior rights
- Maintenance or repair logs
- Post construction testing or analysis of pavement or road sub-structure
- Other additional evidence of title or conveyance of interests in relation to the Right of Way (Deeds, Plats, Easements, Mortgages, etc.)

EXHIBIT C

Town of Hilton Head Island

Town Policy for the Dedication and Acceptance of Private Road Rights of Way

Memo

To: Stephen G. Riley, ICMA-CM, Town Manager
From: Scott Liggett, Director of Public Projects & Facilities/Chief Engineer
Date: June 19, 2014
Re: Private Road Right of Way Acceptance Policy Revisions

The Public Facilities Committee recommended an examination of the recently developed private road right of way acceptance policy which was approved earlier this year. A copy of the policy is attached. Upon further review and with an attempt at the practical application of this policy, staff is recommending changes be considered.

In addition to the mostly objective standards, it is thought that subjective criteria be considered as part of the deliberations concerning the transfer of any road right of way via this program.

Town staff recommends that applicants seeking to donate roads provide additional information such that Staff can 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.

It is further recommended that regardless of adjacent uses, roads offered to the Town have a functional street classification of "collector" or higher as defined in the Land Management Ordinance.

Inclusion of the additional criteria to the previously developed standards may better communicate the intent of the Town's program.

**TOWN OF HILTON HEAD ISLAND
POLICY FOR THE DEDICATION AND
ACCEPTANCE OF PRIVATE ROAD RIGHTS OF WAY**

Approved by Town Council
January 7, 2014

The Town desires a policy for the dedication and acceptance of private roads that clearly defines the requirements and procedures for the offer of dedication and further to guide staff and Town Council in the decision to accept or reject the offer. The Town Council of Hilton Head Island has approved the following policy on the management of these dedications and their disposition.

The following definitions are intended for use with this policy:

Town Road – Any road or street, paved or unpaved, improved or unimproved, that is owned and maintained by the Town of Hilton Head Island and available for use by the traveling public.

Public Road – Any road or street, that is owned and maintained by a public or governmental entity and available for use by the traveling public; all Town roads are public roads.

Private Road – Any road or street, that is owned and maintained by a privately-held landowner or multiple landowners, be they an individual, multiple individuals, or a corporation, and that is situated in a dedicated right-of-way recorded with the Beaufort County Register of Deeds, and subdivided from adjoining parcels.

Private Driveway - Any facility providing vehicular access, that is owned and maintained by a privately-held landowner or multiple landowners, be it an individual, multiple individuals, or a corporation, that is not situated within a readily identifiable dedicated right-of-way subdivided from adjoining parcels.

Dwelling Unit – A building, or a portion of a building, providing complete, independent living facilities for one or more persons, including permanent provisions for living, sleeping, eating, cooking and sanitation.

ACCEPTANCE CRITERIA

To be considered for acceptance of ownership and perpetual maintenance responsibility by the Town of Hilton Head Island, a private road must:

1. Be situated in a readily identifiable, dedicated right-of-way recorded with the Beaufort County Register of Deeds;
2. Be directly accessible by and connected to a public road;

3. Provide exclusive access to at least six (6) dwelling units or multiple non-residential properties, or have an Annual Average Daily Traffic (AADT) volume of one thousand (1,000) or greater;
4. Be formally proposed for acceptance by the Town of Hilton Head Island via submission of a road dedication application as defined herein by the roadway's owner or owners;
5. Be free of liens against (or other clouds on) title to the road's dedicated right-of-way, and be free of any other covenants, restrictions, or encumbrances substantially affecting the Town's ability to use the road as a Town Road; and
6. Be situated within a dedicated right-of-way of a minimum width that satisfies the requirements of Section 16-5-504 of the Town's Land Management Ordinance.
7. All streets offered for public dedication shall be constructed and surfaced with finished paving in conformance with the latest edition of the Standard Specifications for Highway Construction, South Carolina Department of Transportation (per Section 16-5-504 of the Town's Land Management Ordinance).

ROAD RIGHT OF WAY DEDICATION APPLICATION PROCEDURE

1. A completed Application for Road Right of Way Dedication must be submitted to the Town of Hilton Head Island by the owner(s) of the private road right of way. It will be the applicant's responsibility to have each and every owner sign the application. One hundred percent participation on the part of the right of way (property) owners is required for acceptance consideration.
2. A complete application must include a copy of the deed on file that evidences the applicant's ownership of the road, a survey plat of the road right of way, and a topographic survey of the physical features within the road right of way. This plat and survey shall be certified by a professional land surveyor registered in South Carolina. The Town reserves the right to ask for additional information such as pavement corings and construction reports if deemed necessary for condition assessment and cost-estimating purposes. The Town further reserves the right to require the road owner to make certain repairs if deemed a necessary condition for acceptance. The application shall also include a right of entry to allow Town staff to inspect the right of way.
3. Applications shall be submitted to the Town Manager. The Town Manager will assign review of the application to the Town Engineer and Town Attorney.

4. The submission of a completed application indicates the property owners' willingness to:
 - a. donate that amount of land needed to assemble a dedicated right-of-way of minimum width that satisfies the requirements of 16-5-504 of the Town's Land Management Ordinance,
 - b. donate any existing or proposed drainage easements that the Town Engineer considers necessary for adequate storm drainage conveyance, and
 - c. have the road designated for public use
5. Engineering staff shall assess the existing conditions of the right-of-way and develop an inventory of immediate, short-term, and long-term maintenance needs, as well as a cost estimate associated with each. This information shall include the Town Engineer's estimated costs of any potential rights-of-way and easement acquisition as outlined in the preceding item. This information will be provided to the Town Manager for consideration by Town Council accompanied by a staff recommendation on whether the Town should consider accepting the ownership and perpetual maintenance responsibility for the road. The staff recommendation shall include a discussion on the impacts to existing and future budgets, and whether improvements or compensation to address deficiencies by the roadway owner(s) is recommended.
6. Staff will present the offer of dedication and its recommendation as an item to the Public Facilities Committee and Town Council.
7. The Town Attorney shall advise the Town Manager when the acquisition process has been completed. The road will then be added to the Town's road inventory and the Town shall be responsible for perpetual maintenance, with a level of service based on a prioritization scheme and available funding.

ROADWAY INSPECTION

Once a complete Application for Road Right of Way Dedication is received, the Town Engineer shall determine the length of the road and the number of discrete dwelling units served by the road. The Town Engineer, or their designee, shall conduct an inspection of the existing roadway for the purpose of assessing needed repairs, surface conditions, drainage adequacy, and the estimated cost of bringing the road up to acceptable condition. A summary of these findings, along with staff comments and recommendations shall be documented and attached to the application. The inspection report shall include projected yearly maintenance cost as well as estimated life cycle replacement cost.

PUBLIC FACILITIES COMMITTEE

The Town Engineer shall prepare an agenda item summarizing all of the data regarding the subject road dedication. The agenda item shall include a recommendation of the Engineering Division to accept or reject the dedication. The Public Facilities Committee shall act on the staff recommendation and forward its recommendation to the full council.

TOWN COUNCIL

An affirmative vote by simple majority of Town Council is required for public acceptance of the road right of way.

RIGHT-OF-WAY DEEDS

Once Town Council has approved the acceptance of the dedication, the Town Attorney shall prepare the necessary right-of-way deeds. Each deed will reference the applicant's survey and plat of the proposed road right-of-way. The deeds will be mailed to the property owner(s) at the address used by the County Treasurer for property tax mailings. All deeds must be properly executed and returned to the Town Attorney and the Town Attorney must record the deed(s) with the Beaufort County Register of Deeds to consummate the acceptance of ownership and perpetual maintenance responsibilities.

NOW THEREFORE, BE IT RESOLVED, the Hilton Head Island Town Council does approve this Policy for Dedication and Acceptance of Private Road Rights of Way.

Adopted this 7th day of January, 2014.

TOWN COUNCIL OF HILTON HEAD ISLAND

By: _____


Drew Laughlin, Mayor

ATTEST:



Victoria L. Pfannenschmidt, Town Clerk

**THE TOWN OF HILTON HEAD ISLAND
REGULAR TOWN COUNCIL MEETING**

Date: Tuesday, July 15, 2014

Time: 4:00 P.M.

Present from Town Council: Drew A. Laughlin, *Mayor*; Bill Harkins, *Mayor Pro Tem*; George Williams, Lee Edwards, Marc Grant, Kim Likins, John McCann, *Council Members*

Present from Town Staff: Steve Riley, *Town Manager*; Greg DeLoach, *Assistant Town Manager*; Brad Tadlock, *Fire Chief*; Charles Cousins, *Director of Community Development*; Susan Simmons, *Director of Finance*; Nancy Gasen, *Director of Human Resources*; Jennifer Ray, *Urban Designer*; Teri Lewis, *LMO Official*; Jeff Buckalew, *Town Engineer*; Lori Schmidt, *Billing and Cash Receipting Manager*; Brian Hulbert, *Staff Attorney*; Darrin Shoemaker, *Traffic and Transportation Engineer*; Bob Klein, *Building Official*; Julian Walls, *Facilities Manager*; Cary Gaffney, *Storm Water Operations and Maintenance Technician*; Lynn Buchman, *Senior Administrative Assistant*

Present from Media: Dan Burley, *Island Packet*

1) CALL TO ORDER

Mayor Laughlin called the meeting to order at 4:00 p.m.

2) PLEDGE TO THE FLAG

3) INVOCATION

4) 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.

5) Proclamations and Commendations

None

6) Approval of Minutes

a. Town Council Workshop, May 19, 2014

Mr. Harkins moved to approve. Mr. McCann seconded. Mr. Riley stated that on page 7 of the attachment there were typographical errors which were corrected and distributed to all. The minutes of the May 19, 2014 Town Council Workshop were approved by a vote of 7-0.

b. Town Council Meeting, June 17, 2014

Mr. Harkins moved to approve. Mr. McCann seconded. The minutes of the June 17, 2014 regular Town Council meeting were approved by a vote of 6-0-1. Mrs. Likins abstained because she was not present at the meeting.

7) Report of the Town Manager

a. Semi Annual Update of the Design Review Board – Scott Sodemann, Chairman

Chairman Sodemann presented an activity report for the first six months of 2014.

b. Semi-Annual Update of the Board of Zoning Appeals – Peter Kristian, Former Chairman

Chairman Kristian presented an activity report for the first six months of 2014.

c. Town Manager's Items of Interest

Mr. Riley reported on some items of interest.

d. June, 2014 Policy Agenda, Management Targets and CIP Updates

Mr. Riley stated he would gladly answer any questions concerning the update.

e. Semi-Annual Land Acquisition Update

Mr. Riley reviewed the information and stated he was available for any questions.

8) Reports from Members of Council

a. General Reports from Council

Mr. McCann reported the Heritage Group has changed their rate for Planters Row Golf Course to \$44.00 for Island residents and it is effective immediately. He said the rate includes golf and cart and reservations can be made in advance. He said it is in effect until the end of November, at which time it will be renegotiated.

Mrs. Likins gave kudos to Hilton Head Island EMS. She said one of her board members from the Boys and Girls Club was having chest pains and called 911 and within 27 minutes from the phone call he had surgery and stints placed in his arteries. She expressed thanks from the staff of the Boys and Girls Club and family and friends of the board member.

Mr. McCann suggested that Town Council send a letter of support for Joe Maffo of Critter Management to the DNR. All members of Council were in agreement that a letter of support should be sent under the Mayor's signature.

b. Report of the Intergovernmental Relations Committee – George Williams, Chairman

No report.

c. Report of the Personnel Committee – Lee Edwards, Chairman

No report.

d. Report of the Planning & Development Standards Committee – John McCann, Chairman

No report.

e. Report of the Public Facilities Committee – Kim Likins, Chairman

No report.

f. Report of the Public Safety Committee – Marc Grant, Chairman

Mr. Grant reported the Committee met on July 7 and unanimously voted to recommend that Town Council authorize the Town Manager to execute an amendment to the Beaufort County Sheriff's Office (BCSO) contract removing the requirement to have a four person traffic team and allow the Sheriff to utilize the four positions in any manner he deems appropriate.

g. Report of the LMO Rewrite Committee – Kim Likins, Ex-Officio Member

No report.

9) Appearance by Citizens

Mrs. Linda Ferguson addressed Town Council concerning an event planned for the first anniversary of Mr. Ferguson's death. She stated it is being held on Saturday, August 23, 2014 at 12:30 p.m. and it will be held at Jarvis Creek Park. She invited Mr. Grant to speak on recent developments in Ward 1 and said that Pat Wirth of Habitat for Humanity will in attendance to speak concerning The Glen and asked if Mrs. Likins would get someone from First Tee to attend and speak concerning the program. She said the afternoon will also be full of music, games and a cookout and invited all to attend.

Mr. Steve Schultz of Segway of Hilton Head addressed Town Council regarding the use of Segways on the beach.

Mr. Peter Kristian, General Manager of Hilton Head Plantation, addressed Town Council regarding a pump failure at a lift station that controls the southern part of Hilton Head Plantation. He said within 15 minutes of his phone call to Scott Liggett that Cary Gaffney and Bryan McIlwee were at the station manually operating the pumps. He expressed appreciation for their efforts.

10) Unfinished Business

None.

11) New Business

a) Consideration of a Recommendation – Private Roads Right of Way Acceptance Policy Revisions

Mr. Williams moved to approve. Mrs. Likins seconded. The motion was unanimously approved by a vote of 7-0.

b) First Reading of Proposed Ordinance 2014-15

First Reading of Proposed Ordinance 2014-15 to repeal Section 12-1-611 of the Municipal Code of the Town of Hilton Head Island; and providing for severability and an effective date.

Mr. Harkins moved to approve. Mr. Williams seconded. The motion was unanimously approved by a vote of 7-0.

c) Consideration of a Resolution – Town of Hilton Head Island Council 2014 Policy Agenda/Targets for Action, 2014 Management Agenda, and Governance Actions

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, updating Town of Hilton Head Island Council 2014 Policy Agenda/Targets for Action, 2014 Management Agenda, and Governance Actions.

Mr. Harkins moved to approve. Mrs. Likins seconded. Mr. McCann asked if any of the short-term or long-term objectives have been implemented concerning the Arts Center. Mr. Riley stated they had not. Mr. McCann asked that they be brought forward at the September 2 Town Council meeting. The Mayor concurred.

Mr. Riley stated that on page 7 of the attachment there were typographical errors which were corrected and distributed to all. Mrs. Likins stated that on page 11 of the attachment, Mary Briggs indicated Item 5 was incorrect. After Mrs. Briggs spoke it was the consensus of Council that the item should be modified to read "unsatisfied." The motion was approved by a vote of 7-0.



**The Town of Hilton Head Island
Regular Town Council Meeting**

July 15, 2014

4:00 P.M.

AGENDA

**As a Courtesy to Others Please Turn Off/Silence All Mobile Devices During
the Town Council Meeting**

- 1) Call to Order**
- 2) Pledge to the Flag**
- 3) Invocation**
- 4) 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.
- 5) Proclamations and Commendations**
- 6) Approval of Minutes**
 - a. Town Council Workshop, May 19, 2014
 - b. Town Council Meeting, June 17, 2014
- 7) Report of the Town Manager**
 - a. Semi Annual Update of the Design Review Board – Scott Sodemann, Chairman
 - b. Semi-Annual Update of the Board of Zoning Appeals – Peter Kristian, Chairman
 - c. Town Manager's Items of Interest
 - d. June, 2014 Policy Agenda, Management Targets and CIP Updates
 - e. Semi-Annual Land Acquisition Update
- 8) Reports from Members of Council**
 - a. General Reports from Council
 - b. Report of the Intergovernmental Relations Committee – George Williams, Chairman
 - c. Report of the Personnel Committee – Lee Edwards, Chairman
 - d. Report of the Planning & Development Standards Committee – John McCann, Chairman
 - e. Report of the Public Facilities Committee – Kim Likins, Chairman
 - f. Report of the Public Safety Committee – Marc Grant, Chairman
 - g. Report of the LMO Rewrite Committee – Kim Likins, Ex-Officio Member
- 9) Appearance by Citizens**
- 10) Unfinished Business**

None.

11) New Business

a) Consideration of a Recommendation – Private Roads Right of Way Acceptance Policy Revisions

b) First Reading of Proposed Ordinance 2014-15

First Reading of Proposed Ordinance 2014-15 to repeal Section 12-1-611 of the Municipal Code of The Town of Hilton Head Island; and providing for severability and an effective date.

c) Consideration of a Resolution – Town of Hilton Head Island Council 2014 Policy Agenda/Targets for Action, 2014 Management Agenda, and Governance Actions

Consideration of a Resolution of the Town Council of the Town of Hilton Head Island, South Carolina, updating Town of Hilton Head Island Council 2014 Policy Agenda/Targets for Action, 2014 Management Agenda, and Governance Actions

d) Consideration of a Recommendation – LMO and Zoning Map

Consideration of a Recommendation that Town Council direct that the appropriate ordinances be brought forward at the Town Council meeting on August 5th, 2014 to adopt a new LMO and zoning map and repeal the current LMO and zoning map as recommended by Planning Commission.

e) Consideration of a Recommendation – Coligny Area temporary parking improvements

Consideration of a Recommendation that Town Council provide direction on short-term and intermediate term concepts to create additional parking at the Coligny Beach Parking Lot.

f) Consideration of a Resolution for the purchase of property within the Pope Avenue Corridor

12) Executive Session

a. Land Acquisition

1) Consideration of a Resolution for the purchase of property within the Pope Avenue Corridor

b. Legal Matters

c. Contractual Matters

13) Adjournment

EXHIBIT D

TECHINICAL APPLICATION REVIEW FOR THE DEDICATION AND ACCEPTANCE OF PRIVATE ROAD RIGHTS OF WAY

Roads being dedicated: a portion of Main Street, from Whooping Crane Way to Wilborn Road, Central Avenue, Museum Street, Merchant Street and a portion of Meeting Street

Review By: Jeff Buckalew, Town Engineer

Date: June 18, 2019

Summary of Application Deficiencies and Eligibility Issues

The application was reviewed based on the objective criteria as required by the policy. It was determined that only the 1700 foot portion of Main Street nearest Whooping Crane Way meets the road classification and right of way with requirements, but that segment does not connect to any public roads right of way. Therefore none of these roads meet the technical, objective criteria for public acceptance. Each of the objective criterion is reviewed in detail below. Should the roads be considered for acceptance based on subjective criteria, a list of additional required data is provided as well.

Data for Eligibility Requirements

Right of Way (R/W) Width

The policy requires that right of way widths be at least 70 feet wide to be eligible for acceptance as a public road. The right of way plat submitted by indicates the following widths in the table below. Thus only the portion of Main Street where a 70' right of way exists (approximately 1700' from Central Avenue to Whooping Crane Way) is eligible for acceptance as a public right of way.

RIGHT OF WAY ELIGIBLITY REQUIREMENTS		
Road Name (limits)	R/W Width	Qualifies for Acceptance?
Central Avenue (the R/W is 50' wide for approximately 200' adjacent to Main Street and expands to 70' at the intersection with William Hilton Parkway)	50'	NO
Main Street (approximately 1700' adjacent to Whooping Crane Way, at and east of Central Avenue)	75'	YES

Main Street (approximately 1950' adjacent to Wilborn Road – west of Central Avenue, including a tapered transition from 50' to 75' in width)	50'	NO
Meeting Street (all)	50'	NO
Merchant Street (the R/W is 50' wide for approximately 300' adjacent to Main Street and expands to more than 100' at the intersection with William Hilton Parkway)	50'	NO
Museum Street (all)	50'	NO

LMO Road Classification

The policy requires that only roads classified in accordance with LMO standards as Collector or greater shall be eligible for public acceptance

ROAD CLASSIFICATION ELIGIBILITY REQUIREMENTS		
Road Name	Road Classification	Qualifies for Acceptance?
Central Avenue	LOCAL ACCESS	NO
Main Street *	MINOR ARTERIAL	YES
Meeting Street (all)	CUL DE SAC	NO
Merchant Street (all)	LOCAL ACCESS	NO
Museum Street (all)	LOCAL ACCESS	NO

**(road classification qualifies, but additional R/W is required)*

LMO Sec. 16-5-504. - Design Standards by Street Type

A. **Street Standards.** The following standards shall apply to all streets.

Street Type	Maximum ADT	Minimum Pavement Width (FT)	Minimum Shoulder Width (FT)	Minimum Right-of-Way (FT)
Lane	50	20	4	30
Cul-de-sac	250*	20	4	40
	500	20	8	50
Local Access	2,000	22	8	50
Sub-collector	4,000	24	8	60
Collector	6,000	24	10	70
Minor Arterial	25,000	24	10	70
Major Arterial	50,000	24	12	120

** A hammerhead may be used in place of a cul-de-sac if the maximum ADT are 250 trips or less.*

Connection to Public Road Right of Way

All of the roads being dedicated connect to a public road right of way, either US 278 (Business) or Wilborn Road, both of which are maintained by the SCDOT.

Copy of Right of Way Deed

A copy of the LIMITED WARRANTY DEED for the rights of way deed provided with the application.

Owner's Certifications

The application did NOT certify that the property is free of liens or other clouds against the title, which is required for eligibility.

The owner did NOT certify that the streets were constructed and surfaced with finished paving in conformance with the latest edition of the Standard Specifications for Highway Construction, South Carolina Department of Transportation (per Section 16-5-504 of the Town's Land Management Ordinance), which is required for eligibility. The Town will require pavement corings to assess the road structure.

Survey Data Requirements

Right of Way Plat

Required: Signed, Sealed, dated by Professional Land Surveyor registered in South Carolina. Provide eight (8) hard copies at legible scale, PDF file and AutoCAD file. Plat must comply with the Town's Plat Checklist.

Submittal Review:

- 4 hard copy plots along with the digital PDF and ACAD files of the Right of Way plat were submitted. The applicant must submit 4 hard copy plots (signed, sealed, and dated by Professional Land Surveyor registered in South Carolina).
- The PDF file of the right of way plat was not signed, sealed, dated by Professional Land Surveyor registered in South Carolina. This needs to be done and submitted.
- Some items on the Plat Stamping checklist must be addressed, these are:
 - The plat should be entitled, "Dedication of Road Rights of Way to the Town of Hilton Head Island, Central Avenue, a portion of Main Street, Meeting Street Merchant Street and Museum Street"
 - No drainage, pathway, sidewalk or utility easements were shown. If these exist, please show them on the plat.
 - The intersections of each road should be divided with a line to distinguish rights of way
 - The areas of each road right of way should be provided

Topographic Survey

Required: Signed, Sealed, dated by Professional Land Surveyor registered in South Carolina. Provide eight (8) hard copies at legible scale, PDF file and AutoCAD file. Topographic Survey within the road Right of Way must contain the following information.

- Road profile and cross sections at 50-foot intervals (centerline and edges of pavement)
- Storm drainage features with invert/rim elevations (pipes - size and material, structures, ditches)
- Visible utilities (manholes, valves, poles, junction boxes, lights, etc.)
- Driveways (width, material)
- Curb and gutter and sidewalk/pathway if present
- Trees (≥ 6 " DBH)
- Signs and Yard appurtenances (fences, mailboxes, landscaping, irrigation, etc.)
- Property corners at the road R/W

Submittal Review:

- 8 hard copy plots along with the digital PDF and ACAD files of the Right of Way plat were submitted.
- Road profiles and cross sections were not submitted. The surveyor must create and submit these items.
- The PDF files of the topographic surveys must be signed, sealed, dated by Professional Land Surveyor registered in South Carolina and re-submitted.

Additional Data

The following data is requested by the Town:

- Construction Plans (if available)
- Materials Testing Reports from construction (if available)
- Any Easement Encumbrances or evidence of utility claims to prior rights
- Maintenance or repair logs for roadway, storm drainage and utilities
- Video Inspection of all underground storm water pipe infrastructure
- Post construction testing or analysis of pavement or road sub-structure. If this is not available, then the applicant must acquire pavement corings every 1,000 feet along Main Street and one near the middle of each side street.
- Provide additional easements for pedestrian facilities; location and width to be determined. This may be included in POA covenants and the applicant is to research this.

EXHIBIT E

SUBJECTIVE APPLICATION REVIEW FOR THE DEDICATION AND ACCEPTANCE OF PRIVATE ROAD RIGHTS OF WAY

Roads being dedicated: a portion of Main Street, from Whooping Crane Way to Wilborn Road, Central Avenue, Museum Street, Merchant Street and a portion of Meeting Street

Review By: Jeff Buckalew, Town Engineer
Scott Liggett, Dir. of PP&F/Chief Engineer
Darrin Shoemaker, Traffic and Transpiration Engineer

Date: June 18, 2019

The policy was revised in July to provide for consideration of subjective criteria to better judge whether the acceptance of a private road serves the public interest. These criteria are provided below along with a staff assessment for each road being dedicated. The applicant has not provided any information regarding the subjective criteria.

Subjective Criteria

The applicant must provide sufficient information for assessment and proof of the following:

- 1. There is a clear and compelling public purpose achievable through the dedication of right of way to the Town. Define and justify this public purpose.*
- 2. Town ownership of the road will provide 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.*
- 3. There is a direct benefit to the public roadway network via interconnection of existing adjacent publicly owned streets.*
- 4. The creation of an alternate publicly owned route to William Hilton Parkway and other major and minor arterial streets.*
- 5. The provision of access to Town owned property or critical public facilities.*

Main Street (from Whooping Crane Way to Wilborn Road)

A clear and compelling public purpose for public acceptance of the Main Street road right of way is to ensure the road is properly maintained and to provide or enhance future pedestrian facilities in this commercial area that is important to the island's economy and links to the public school campus. Future pathway or sidewalk 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 would help facilitate a future CIP project to re-align 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 an emergency 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, retroreflective signs, and the use of breakaway AASHTO-compliant sign standards.

The road is classified as a minor arterial in the LMO and serves approximately 10,000 vehicles per day. Main Street and Greenwood Drive are the only private roads classified as such by the LMO. 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.

Technically, acquisition of this road alone would not connect existing adjacent publicly owned roads due to the presence of Whooping Crane Way which divides Main Street. But functionally, it would complete the final segment of a publicly owned, sub-network of roads in and around the Whooping Crane Way/Indigo Run Drive/William Hilton Parkway Intersection. Acquisition of this road right of way would establish direct public access to the Main Street Drainage Canal.

There may not be sufficient room to provide a pedestrian facility in this existing right of way, but the applicant claims to have assignable rights within the abutting 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. The road owner would need to dedicate these rights to the Town in conjunction with the right of way.

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.

The LMO has minimum shoulder width requirements of 10 foot on roads classified as collector or greater. The Museum Street road infrastructure encroaches upon the western (Burger King) right of way boundary for most of its length, leaving no shoulder in this area. This would be a problem for Town ownership and the applicant may be required to acquire additional right of way for acceptance.

There is not sufficient room to provide a pedestrian facility in this existing right of way, but the applicant claims 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. The road owner would need to dedicate these rights to the Town in conjunction with the right of way.

Merchant Street

Staff finds the principle public benefit or interest in accepting this road would be to provide public roadway network interconnectivity and enhancement to an alternate route to William Hilton Parkway.

There would also be 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).

The LMO has minimum shoulder width requirements of 10 foot on roads classified as collector of greater. The Merchant Street road infrastructure encroaches upon and even outside of the western right of way boundary. Thus there is no shoulder and the road even encroaches onto private property. This would be a problem for Town ownership and the applicant may be required to acquire the additional right of way for acceptance.

There is not sufficient room to provide a pedestrian facility in this existing right of way, but the applicant claims 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. The road owner would need to dedicate these rights to the Town in conjunction with the right of way.

Central Avenue

Staff finds no significant public benefit or interest in accepting this road, but there would be 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 LMO has minimum shoulder width requirements of 10 foot on roads classified as collector of greater. The Central Avenue road infrastructure encroaches upon and even outside of the western right of way boundary. Thus there is no shoulder and the road even encroaches onto private property. This would be a problem for Town ownership and the applicant may be required to acquire the additional right of way for acceptance.

There is not sufficient room to provide a pedestrian facility in this existing right of way, but the applicant claims 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.

Meeting Street

Staff finds no public benefit or interest 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.



TOWN OF HILTON HEAD ISLAND

Community Development Department

TO: Community Services & Public Safety Committee
VIA: Shawn Colin, *AICP, Director of Community Development*
VIA: Jennifer Ray, *ASLA, Deputy Director of Community Development*
FROM: Anne Cyran, *AICP, Senior Planner*
DATE: June 17, 2019
SUBJECT: Update on Cordillo Tennis Courts renovation project

Recommendation

Staff recommends that the Community Services & Public Safety Committee recommend that Town Council support the design, permitting, and construction of Phase 2 of the Cordillo Tennis Courts renovation project as described below.

Summary

Phase 1 of the Cordillo Tennis Courts renovation project, which consists of removing and replacing the tennis courts, is under construction. It is scheduled to be complete by mid-July.

Phase 2 would consist of a building to include restrooms and an equipment storage space and improving existing site features. Staff received a quote to design and permit Phase 2 in May. Staff anticipates construction will begin this fall, but this may change if previously planned stormwater infrastructure improvements are added to the construction contract.

Background

The Cordillo Tennis Courts property was developed as an amenity of the Cordillo Courts and the Hedges condominium developments. The Van Der Meer Tennis Center purchased the property from the condominiums in 1983. As a condition of the sale, Van Der Meer Tennis Center agreed to covenants regarding the use and maintenance of the property. Among other requirements, the covenants require that the property be maintained as a tennis facility. The covenants remained when the Town purchased it in 2002, and the Cordillo Courts property owners association has worked to enforce them.

In December of 2017, Town Council approved a list of potential elements to include as part of the redevelopment of the property. These potential elements included a building with restrooms, community gathering space, and an office and storage space. At that time, Town Council was negotiating with the adjacent property owners associations to modify or remove the covenants. The covenants remain on the property, and the Town has been advised that a building with a community gathering space would conflict with the covenants.