



Town of Hilton Head Island  
**TOWN COUNCIL MEETING**  
**Tuesday, August 16, 2022, 3:00 PM**  
**AGENDA**

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The Town Council meeting will be held in-person at Town Hall in the Benjamin M. Racusin Council Chambers. The meeting can be viewed on the [Town's Public Meetings Facebook Page](#), the [Beaufort County Channel](#) and Spectrum Channel 1304.

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. **Roll Call**
4. **Pledge to the Flag**
5. **Invocation - Pastor Jeff Dorth - Island Lutheran Church**
6. **Approval of the Minutes**
  - a. [Regular Meeting - July 19, 2022](#)
7. **Report of the Town Manager**
  - a. Items of Interest
  - b. [Board of Zoning Appeals Biannual Report - Patsy Brison, Chair](#)
  - c. Town of Hilton Head Island Communications Quarterly Report - Angie Stone, Assistant Town Manager
8. **Reports of the Members of the Town Council**
  - a. General Reports from Town Council
  - b. Report of the Lowcountry Area Transportation Study - Councilman Stanford
  - c. Report of the Lowcountry Council of Governments - Councilwoman Becker
  - d. Report of the Southern Lowcountry Regional Board - Councilman Lennox
  - e. Report of the Beaufort County Airports Board - Councilman Ames
  - f. Report of the Community Services & Public Safety Committee - Councilman Harkins
  - g. Report of the Public Planning Committee - Councilman Ames
  - h. Report of the Finance & Administrative Committee - Councilman Lennox

**9. Proclamations/Commendations**

- a. [Presentation of the Shark Week Proclamation to USCB Hilton Head](#)

**10. Appearance by Citizens** Citizens who wish to address Town Council may do so by contacting the Town Clerk at 843.341.4701 no later than 12:00 p.m. the day of the meeting. Citizens may also submit comments on agenda items via the eComment portal at [Town Council Meeting](#).

**11. Unfinished Business**

- a. [Second Reading of Proposed Ordinance 2022-08 Amending Sections 12-1-110 and 12-1-511 of the Municipal Code for the Town of Hilton Head Island, South Carolina with Regard to e-Bike Regulations](#)

**12. New Business**

- a. [Consideration of a Resolution Approving the Five-Year Consolidated \(2020-2024\) Substantial Amendment as Required by the U.S. Department of Housing and Urban Development \(HUD\) for Participation in the Community Development Block Grant \(CDBG\) Entitlement Program](#)
- b. [Consideration of a Resolution of the Town of Hilton Head Island, Authorizing the Execution of a Memorandum of Understanding with Beaufort County Outlining the Critical Path of the William Hilton Parkway Gateway Corridor Project Including an Independent End-to-End Analysis and Simulation of the Corridor](#)

**13. Executive Session**

- a. Discussion of Personnel Matters [pursuant to SC Freedom of Information Act Sec. 30-4-70(a)(1)]
  - i. Town Council Appointment to the Design Review Board
  - ii. Town Council Appointment of a Town Council Ex Officio and Additional Board Seat to the Island Recreation Association Board
- b. Discussion of Matters Related to Pending, Threatened, or Potential Litigation Related to Proposed Arbitration with the Federal Emergency Management Agency (FEMA) [pursuant to SC Freedom of Information Act Sec. 30-4-70(a)(2)]
- c. Discussion of Negotiations Incident to the Proposed Contractual Arrangements and Proposed Sale or Purchase of Property [pursuant to SC Freedom of Information Act Sec. 30-4-70(a)(2)]
  - i. Bradley Circle Area
  - ii. Barker Field Area
  - iii. Aquifer Storage and Recovery Facilitys for the Broad Creek Public Sewer District and the Hilton Head Public Sewer District - Mid-Island, and a Reverse Osmosis Drinking Water Treatment Facility for the Hilton Head Public Sewer District - Jenkins Island

- d. Receipt of Legal Advice on Matters Covered by the Attorney-Client Privilege - Bylaws and Articles of Incorporation for the Gullah-Geechee Historic Neighborhood Community Development Corporation [pursuant to SC Freedom of Information Act Sec. 30-4-70(a)(2)]
  - e. Discussion and Status Update on the Negotiations Incident to the Proposed Contractual Arrangements for the Northpointe Public-Private Partnership Workforce Housing Project [pursuant to SC Freedom of Information Act Sec. 30-4-70(a)(2)]
- 14. Possible actions by Town Council concerning matters discussed in Executive Session**
- 15. Adjournment**



# Town of Hilton Head Island

## TOWN COUNCIL MEETING

Tuesday, July 19, 2022, 3:00 p.m.

### MINUTES

**Present from Town Council:** John J. McCann, *Mayor*; Bill Harkins, *Mayor Pro-Tempore*; David Ames, Tamara Becker, Alex Brown, Tom Lennox, Glenn Stanford, *Town Council Members*

**Present from Town Staff:** Marc Orlando, *Town Manager*; Josh Gruber, *Deputy Town Manager*; Angie Stone, *Assistant Town Manager*; Shawn Colin, *Assistant Town Manager-Community Development*; Ben Brown, *Senior Advisor to the Town Manager*; Brad Tadlock, *Fire Chief*; John Troyer, *Finance Director*; Jeff Buckalew, *Town Engineer*; Missy Luick, *Community Program Manager*; Krista Wiedmeyer, *Town Clerk*

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#### 1. Call to Order

Mayor McCann called the meeting to order at 3:00 p.m.

2. **FOIA Compliance** Public notification of the 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. Roll Call

Attendance of Town Council was confirmed by way of a roll call.

#### 4. Pledge to the Flag

#### 5. Invocation – Pastor Greg Kronz – St. Lukes Church

Pastor Kronz delivered the invocation.

#### 6. Approval of the Minutes

- a. Regular Meeting - June 21, 2022

Mr. Harkins moved to approve the minutes. Mr. Stanford seconded. The motion carried 7-0.

#### 7. Report of the Town Manager

- a. Items of Interest

Mr. Orlando asked Ms. Luick to provide an update on the Home Safety Repair and Sewer Connect Programs. Ms. Luick reported that both programs had gone live on July 5<sup>th</sup>. She noted that a strong communications campaign had been initiated and included translated information for our Hispanic community. Ms. Luick said there had been significant interest in both programs, reporting that at least one application had been received. She said that regular program updates would be provided to Town Council as the programs move forward.

- b. Design Review Board Biannual Report – Cathy Foss, Chair

Ms. Foss delivered the biannual report of the Design Review Board to Town Council. She said that the Board had an unusual six months, receiving only a few applications to consider. Ms. Foss said there were four new developments and seven alterations. She highlighted three of the files, noting the use of existing commercial buildings. Before completing her report, she thanked Town staff for their support and knowledge.

c. Update on Solid Waste and Recycling Efforts – Jeff Buckalew, Town Engineer

Mr. Buckalew began his presentation by reminding Town Council that this matter was an initiative within the Strategic Plan adopted by Town Council. He said that Town staff had advanced the Town Council adopted the Greater Island Council Resolution to Beaufort County and set monthly meetings with both the Greater Island Council and the County. Mr. Buckalew reported on the various goals of the program, referring to Beaufort County's Solid Waste Management Plan. He noted that a "SWOT" analysis was being completed and a future workshop would be scheduled on this matter. Upon the completion of his report, Mr. Buckalew answered questions posed to him from Town Council.

d. Discussion of the Hilton Head Island Beach Regulations – Joshua Gruber, Deputy Town Manager

Mr. Gruber announced that the Beach Parking Master Plan was scheduled to be discussed at the August 4<sup>th</sup> Public Planning Committee meeting, noting the vendor the Town is considering would be present to deliver a presentation. He reported that the Beach Operations Team was out in full force from July 1<sup>st</sup> through July 4<sup>th</sup> for the holiday weekend. Mr. Gruber pointed out that a Town presence was at each of the Beach Parks from 5:00 a.m. to 10:00 p.m. each day. He noted that there were no major incidents reported, but that it was a very busy time. Mr. Gruber reported that the Palmetto Breeze was busy all four days providing shuttle service. He said at any given time it was estimated that three quarters of the overflow parking at USCB was full. Mr. Gruber said that along with Shore Beach Services and Turtle Trackers, the Town arranged for a beach cleaning on July 5<sup>th</sup>. Lastly, Mr. Gruber provided an overview of the Town's Code with regards to fishing on the beach. He noted that fishing is not allowed in the designated swimming areas. Mr. Gruber spoke to a recent incident that took place when a shark was caught, noting that according to the DNR, the shark was not mistreated and was handled in a manner as to not injure or hurt the shark. Mr. Gruber took questions posed to him from Town Council.

e. Update on the William Hilton Parkway Gateway Corridor Project – Shawn Colin, Assistant Town Manager of Community Development

Mr. Colin delivered a presentation to Town Council outlining the steps needed to move the William Hilton Parkway Gateway Corridor Project forward. He began the presentation by reviewing the steps that led to the present day. Mr. Colin then discussed the critical path noting the steps that would need to be taken to move on to the next steps. He then reviewed the proposed next steps and schedule. Mr. Colin explained that Town Council would need to decide on a path forward to complete the end-to-end analysis with either Kimley Horn or proceed with the engagement of an independent consultant. Upon the conclusion of the presentation, Mr. Colin asked Senator Davis to address Town Council on the same matter.

Senator Davis stated the process outlined in the presentation was excellent in terms of establishing a critical path of things that need to be done for Town Council to decide on behalf of the people of Hilton Head Island. He said he agreed with Mr. Colin that it is important that this moves forward in tandem with the overall due diligence items. Senator Davis commended the Town for the creation of the Historic Neighborhood Community Development Corporation, noting that this will make a real impact on the Stoney Community. He talked about not having to worry about the timing or responding to the County within 90-days, noting that he had talked to Secretary Hall about potential delays. Both Senator Davis and Mr. Colin answered questions from Town Council. Mayor McCann asked that the resolution for taking the next steps be on the next agenda for Town Council Consideration.

**Diederik Advocaat, Steve Baer, and Gray Smith** addressed Town Council on the information presented on the next steps for the William Hilton Parkway Gateway Corridor. All praised Town Council for slowing down to evaluate the project and consider a new study from an independent consultant.

## 8. Reports of the Town Council

### a. General Reports from Town Council

Mrs. Becker reported that they hear about a lot of bad news in the world today and a lot of controversial things too. She said now and again, she gets the opportunity to out and see the Island with her grandkids and wanted to say that Hilton Head is an amazing place! She said when you get a chance to slow down and look around everyone will realize what an amazing place the Island is.

### b. Report of the Lowcountry Area Transportation Study – Councilman Stanford

Mr. Stanford state he did not have a report.

### c. Report of the Lowcountry Council of Governments – Councilwoman Becker

Mrs. Becker state she did not have a report.

### d. Report of the Southern Lowcountry Regional Board – Councilman Lennox

Mr. Lennox reported that the Board met on June 28<sup>th</sup> and the sole agenda item was the discussion of the Reginal Housing Trust Fund. He said they are waiting to receive a proposal from Beaufort County as well as a memorandum of understanding. Mr. Lennox said they are not ready to move forward until a clear definition of the benefits to the Island have been identified.

### e. Report of the Community Services & Public Safety Committee – Councilman Harkins

Mr. Harkins stated that he did not have a report.

### f. Report of the Public Planning Committee – Councilman Ames

Mr. Ames stated that there is not a scheduled meeting in July, but that the Committee is scheduled to meet on Thursday, August 4<sup>th</sup>. He reported that there would be several items on the agenda for the Committee to consider.

### g. Report of the Finance & Administrative Committee – Councilman Lennox

Mr. Lennox reported that the Committee met earlier in the day where they advanced two matters forward to the next Town Council meeting. The first was on the Beaufort County Impact Fees and the second was on a substantial amendment to the CDBG five-year consolidated plan.

## 9. Proclamations/Commendations

### a. Presentation of the Parks and Recreation Month Proclamation

Mayor McCann presented the 2022 Parks and Recreation Month Proclamation to members of the Island Recreation Association Board and members of Town staff.

## 10. Appearance by Citizens

**Cosimo Urato:** addressed Town Council on the speed limit and bike pathway on Lagoon Road.

**William Oday:** addressed Town Council on his concern with the new pickleball courts near Indigo Run. He said he was concerned there would be too much noise.

**Linda Harrington:** addressed Town Council with her concerns with the response times from the Beaufort County Sheriff's Office. She recalled a recent encounter with the Sheriff's Office and was not pleased with the way it played out.

**Suzanne Smith:** addressed Town Council with her concerns with the Town not having their own police department. She encouraged Town Council to consider implementing one.

**Skip Hoagland:** addressed Town Council on matters concerning the Town's finances.

**Peter Kristian:** addressed Town Council on the report delivered earlier on the Solid Waste and Recycling program.

## **11. New Business**

- a. First Reading of Proposed Ordinance 2022-08 Amending Sections 12-1-110 and 12-1-511 of the Municipal Code for the Town of Hilton Head Island, South Carolina regarding e-Bike Regulations

Mr. Harkins moved to approve. Mr. Stanford seconded.

**Patsy Brison:** addressed Town Council on this matter, thanking them for moving it forward. She said she looks forward to the next discussions on the pathway improvements and safety, noting that is the next step to be taken.

With no further discussion, the motion carried 6-1, Mrs. Becker opposing.

- b. Consideration of a Resolution of the Town of Hilton Head Island Authorizing the Execution and Delivery of Drainage System Maintenance Agreements

Mr. Harkins moved to approve. Mr. Stanford seconded. With no discussion, the motion carried 7-0.

## **12. Executive Session**

At 4:55 p.m., Mr. Harkins moved for Town Council to enter Executive Session for those matters referenced on the agenda. Mr. Stanford seconded. Motion carried 7-0.

## **13. Possible Actions by Town Council Concerning Matters Discussed in Executive Session**

Mr. Harkins moved to approve a Resolution of the Town of Hilton Head Island, authorizing the execution and delivery of an agreement resolving a pending eminent domain proceeding between the Town of Hilton Head Island and BRE Retail Residual Circle Center Owner, LLC. Mr. Stanford seconded. The motion carried 7-0.

## **14. Adjournment**

Town Council voted unanimously adjourned the meeting at 7:01 p.m.

**Approved: August 16, 2022**

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Krista M. Wiedmeyer, Town Clerk

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John J. McCann, Mayor



## TOWN OF HILTON HEAD ISLAND

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### *Board of Zoning Appeals Memo*

**TO:** Town Council  
**FROM:** Patsy Brison, Chair of the Board of Zoning Appeals  
**DATE:** July 8, 2022  
**SUBJECT:** Board of Zoning Appeals Semi-Annual Report: January-June 2022

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In the first half of 2022, the Board of Zoning Appeals held five meetings. During this time, the board heard 6 Variance requests, 0 Appeal requests and 1 Special Exception request.

#### Variations

**VAR-002417-2021** – Request from Chester C. Williams, ESQ on behalf of Beachwalk Hilton Head, LLC for a variance from LMO Section 16-4-102.B.5.b., Use Specific Conditions, to allow an Outdoor Commercial Recreation Use Other Than a Water Park to not have the required direct vehicular access to a minor arterial street. The address subject to this request is 40 Waterside Drive with a parcel number of R552 018 000 202D 0000. This variance was approved by a vote of 6-1-0.

**VAR-002850-2021** – Request from Travis Pence with The Wilson Group on behalf of Beaufort County and the Hilton Head Island Airport for a variance from LMO Section 16-3-105.E. Maximum Building Height in the Light Industrial zoning district to allow proposed renovations to the Airport terminal building to exceed the maximum height of 35 feet. The subject property is located at 120 Beach City Road and the parcel number of the property associated with this variance request is R510 008 000 0085 0000. This variance was approved by a vote of 7-0-0.

**VAR-002732-2021** – Request from Nathan Sturre of Cranston Engineering Group, P.C, on behalf of Beaufort County for a variance from LMO Section 16-5-103.D, Adjacent Street Buffer, for relief from the adjacent street buffer adjacent to the access easement; Section 16-5-105.J.7.c, Gates, for relief from the requirement that gates be located at least 100 feet from any arterial or collector street; and Section 16-5-107.D.10, Use of Parking Spaces as Electric Vehicle (EV) Charging Station, for relief of the Electric Vehicle charging station requirement which is required for all multifamily and nonresidential development. The property is known as Fords Shell Ring and is located at 273 Squire Pope Road and has a parcel number of R511 003 000 0222 0000. This variance was approved by a vote of 5-2-0.

**VAR-000462-2022** – Request from Eva Monzon for a variance from LMO Section 16-5-103. E, Adjacent Use Buffer Requirements, to allow a driveway to encroach within the adjacent use

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buffer. The property is located at 12 Wiley Road and has a parcel number of R510 005 000 016K 0000. This variance was approved by a vote of 6-0-0.

**VAR-000620-2022** – Request from John Nicholas Crago for a variance from LMO Section 16-4-102.B.7.c, Use-Specific Conditions for Principal Uses, for proposed screened outdoor storage of bicycles in the Light Commercial (LC) District where outdoor storage of bicycles is not allowed. The property is located at 13 Executive Park Road and has a parcel number of R552 015 000 0087 0000. This variance was denied by a vote of 5-1-0.

**VAR-001455-2022** – Request from Jason and Abigail Rudasill for a variance from LMO Sections 16-3-106.J.4, Holiday Homes Neighborhood Character Overlay District Regulations, 16-5-102.D, Adjacent Use Setbacks and 16-5-103.E, Adjacent Use Buffers, to construct a pool and deck within the setbacks and buffers. The subject property is located at 31 Oleander Street with a parcel number of R510 009 000 0830 0000. This variance was denied by a vote of 6-0-0.

### **Appeals**

There were no Appeal hearings.

### **Special Exceptions**

**SER-002416-2021** – Request from Chester C. Williams, ESQ on behalf of Beachwalk Hilton Head, LLC for a special exception to allow an Outdoor Commercial Recreation Use Other Than a Water Park, specifically a miniature golf course, on property zoned Resort Development (RD). The address subject to this request is 40 Waterside Drive with a parcel number of R552 018 000 202D 0000. This special exception was approved by a vote of 6-1-0.

### **Other Matters**

**Rules of Procedure** – The Board adopted revisions to its Rules of Procedure at its meeting on April 25, 2022.

**LMO** –The Board continued to inquire about and receive staff updates about LMO amendments suggested by the Board.

**Court Opinions** –The Board received reports on appeals from decisions by the BZA and any other reported decisions which may affect the procedural processes or substantive decisions made by the Board.

*The Town of Hilton Head Island*

# *Proclamation*

**WHEREAS**, the University of South Carolina Beaufort is a fully accredited, comprehensive, baccalaureate institution within the University of South Carolina System, and

**WHEREAS**, USCB provides specialized instruction in nineteen undergraduate degree programs and two graduate degrees to fulfill its mission to respond to regional needs, draw upon regional strengths, and prepare graduates to contribute locally, nationally, and internationally, and

**WHEREAS**, USCB is a primary regional resource for exceptionally skilled health-care professionals, teachers, hospitality managers, science-based researchers, and computational troubleshooters in the South Carolina Lowcountry, and

**WHEREAS**, USCB has a reputation for institutional prominence as a regional problem-solver, catalyst for progress, and engine for economic growth, and

**WHEREAS**, reports on the economic impact of higher education in Beaufort County indicate that 1,066 jobs, \$50.5 million in additional wage and salary income, \$122.4 million in economic output, and \$1.6 million in net government revenue are attributable to USCB each year, and

**WHEREAS**, this week USCB welcomes more than 2,100 students, their parents, other family members, and friends to campuses in Bluffton, Beaufort, and Hilton Head Island and to athletic facilities in Hardeeville for the start of the 2022-2023 academic year.

**NOW, THEREFORE**, The Town of Hilton Head Island hereby proclaims August 17-24, 2022, as:

## **USCB Sand Shark Welcome Week**

in the Town of Hilton Head Island, and call on all citizens on the Island to welcome the students with open harms as they start the new academic year!

**IN TESTIMONY WHEREOF**, I have hereunto set my hand and caused this seal of the Town of Hilton Head Island to be affixed on this sixteenth day of August, in the year of the Lord, two thousand and twenty-two.

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John J. McCann, Mayor

Attest:

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Krista M. Wiedmeyer, Town Clerk



## TOWN OF HILTON HEAD ISLAND

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### *Community Development Memo*

**TO:** Marc Orlando, ICMA~CM, *Town Manager*  
**FROM:** Missy Luick, *Community Planning Manager*  
**VIA:** Shawn Colin, AICP, *Assistant Town Manager – Community Development*  
**CC:** Josh Gruber, JD, MPA, *Deputy Town Manager*  
**DATE:** July 26, 2022  
**SUBJECT:** Consideration of Proposed Ordinance 2022-08, Electric Bicycle (E-Bike) Ordinance

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**Recommendation:**

At their meeting on July 19, 2022, Town Council reviewed and approved first reading of proposed Ordinance 2022-08 regarding electric bicycles (e-bikes) regulations. At that meeting, Town Council made no changes to the proposed Ordinance.

**Attachments:**

- A. Proposed Ordinance 2022-08
- B. Educational Handout

**AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND**

**ORDINANCE NO.**

**PROPOSED ORDINANCE NO. 2022-08**

**AN ORDINANCE OF THE TOWN OF HILTON HEAD ISLAND TO AMEND CHAPTER 1 (OPERATION OF MOTOR VEHICLES) OF TITLE 12 (MOTOR VEHICLES AND TRAFFIC CONTROL), OF THE MUNICIPAL CODE OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, BY AMENDING SECTION 12-1-110 OF ARTICLE 1 (MOTOR VEHICLE DEFINED), SECTION 12-1-512 OF ARTICLE 5 (MOTOR VEHICLES PROHIBITED ON PATHWAYS) AND ADDING ARTICLE 6 (ELECTRIC-ASSIST BICYCLES); AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

**WHEREAS**, the Town Council originally adopted Chapter 1 of Title 12 on February 6, 1984 and subsequently amended Chapter 1 of Title 12 on May 20, 1985, July 6, 1987, September 17, 1990, June 6, 1995, and July 3, 2001; and

**WHEREAS**, electric-assist bicycles have gained popularity across the United States and have increased significantly in number on the publicly-owned pathways within the Town of Hilton Head Island; and

**WHEREAS**, the South Carolina General Assembly adopted Act No. 114 in 2020 amending the South Carolina Code of Laws Section 56-1-10 by adding a definition of “electric-assist bicycles”; and

**WHEREAS**, through research, public input and feedback, Town Council finds that certain electric-assist bicycles should be allowed for use on publicly-owned pathways with safety regulations; and

**WHEREAS**, to protect the general health, safety and welfare of the citizens and visitors of and to the Town of Hilton Head Island, Town Council desires to establish reasonable regulations for electric-assist bicycles to include the issuance of mandatory educational/safety training materials in connection with the rental and sale of electric-assist; and

**WHEREAS**, Town Council now desires to amend Chapter 1 (Operation of Motor Vehicles) of Title 12 (Motor Vehicles and Traffic Control) to allow the use of electric-assist bicycles on publicly-owned pathways.

**NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AND**

**IT IS HEREBY ORDERED AND ORDAINED BY AND UNDER AUTHORITY OF SAID TOWN COUNCIL, AS FOLLOWS:**

**Section 1: Amendment.** That the amendments to Chapter 1 of Title 12 are adopted and the Municipal Code of the Town of Hilton Head Island is amended as shown on Exhibit "A" to this Ordinance. Newly added language is illustrated with **underlined and bolded portions**.

**Section 2: Severability.** If any section, phrase, sentence, or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

**Section 3: Effective Date.** This ordinance shall be effective upon adopting by the Town Council of the Town of Hilton Head Island, South Carolina.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL OF THE TOWN OF HILTON HEAD ISLAND ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2022.**

By: \_\_\_\_\_  
John J. McCann, Mayor

**ATTEST:**

By: \_\_\_\_\_  
Krista M. Wiedmeyer, Town Clerk

First Reading: \_\_\_\_\_, 2022

Second Reading: \_\_\_\_\_, 2022

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Curtis L. Coltrane, Town Attorney

Introduced by Council Member: \_\_\_\_\_

## EXHIBIT "A"

### TITLE 12 MOTOR VEHICLES AND TRAFFIC CONTROL<sup>1</sup>

#### Chapter 1 OPERATION OF MOTOR VEHICLES

##### *ARTICLE 1. GENERAL PROVISIONS*

###### **Sec. 12-1-110. Motor vehicle defined.**

For the purpose of this chapter, the term "motor vehicle" shall mean every device by which a person or property may be transported or drawn upon a highway by mechanical means, including, but not limited to, automobiles, trucks, buses, motor homes, motorized campers, boats, airplanes, motorcycles, motor scooters or tractors. **The term motor vehicle does not include "electric-assist bicycles," as defined by S. C. Code Ann. § 56-1-10(29).**

##### *ARTICLE 5. PATHWAYS*

###### **Sec. 12-1-511. Motor vehicles prohibited on pathways.**

Any publicly owned pathway or lane designed for pedestrians or bicycles shall not be traversed or utilized in any way by any of the following:

- (1) Cars, trucks, tractors, or any other motorized vehicles, with the exception of emergency vehicles, authorized maintenance vehicles, or electric-powered wheelchairs for the handicapped.
- (2) Motorcycles, motor-assisted bicycles such as mopeds, motor scooters, golf carts, lawn mowers, all-terrain vehicles, go-carts, or any other similar, small, motorized vehicles.
- (3) Horses or any other large animals, except for small pets such as dogs and cats on a leash.
- (4) Surreys and other types of carriages.

###### **Sec. 12-1-512. Electric-assist Bicycles or Bicycles with Helper Motors.**

**"Electric-assist bicycles" or "bicycles with helper motors," as defined by S.C. Code Ann. § 56-1-10(2), and Sec. 12-1-610 of this Code may traverse and utilize any publicly owned pathway designed for pedestrians or bicycles. Bicycles with electric motors that exceed the limitations for an "Electric-assist bicycle" or a "bicycle with helper motor" set out in S. C. Code Ann. § 56-1-10, are prohibited on publicly-owned pathways.**

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<sup>1</sup>**Cross reference(s)**—Vehicles on beaches, § 8-1-211; traffic flow design standards, § 16-5-501 et seq. **State law reference(s)**—Obedience to traffic laws, generally, S.C. Code 1976, § 56-5-730; obedience to authorized person directing traffic, § 56-5-740.

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**ARTICLE 6. ELECTRIC-ASSIST BICYCLES**

**Sec. 12-1-610. Purpose.**

**The purpose of this article is to maintain public safety on publicly-owned pathways designed for pedestrians and bicycles.**

**Sec. 12-1-611. Electric-assist bicycle defined.**

**For the purpose of this chapter, the term "electric-assist bicycle" is as defined in S. C. Code Ann. South Carolina Code of Laws § 56-1-10(29).<sup>2</sup> The term includes "bicycles with helper motors".**

**Sec. 12-1-612. Public Safety Provisions.**

- (1) Any business engaged in renting or selling "electric-assist bicycles," as well as all other electric bicycles that exceed the speed or motor power of "electric-assist bicycles," must provide a Town-issued safety and etiquette pamphlet upon each transaction to consumers.**
- (2) An "electric-assist bicycle," operated on publicly-owned pathways and roads in the Town of Hilton Head shall have a label permanently affixed to the device indicating its wattage or horsepower and maximum electrically assisted speed, as required by S.C. Code Ann. § 56-1-10(29).**

**Sec. 12-1-613. Violations and Penalties.**

- (1) Violations. It shall be a Violation of this Chapter to:
  - (a) Fail to comply with any requirement of the Chapter.
- (2) Violations of this Chapter are subject to the penalties and remedies available under Sec. 1-5-10, Sec. 10-1-150, Sec. 9-1-111, *et seq.* These remedies are in addition to any other remedies available at law or in equity for a Violation.

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<sup>2</sup> "

S. C. Code Ann. § 56-1-10(29) "Electric-assist bicycles" and "bicycles with helper motors" means low-speed electrically assisted bicycles with two or three wheels, each having fully operable pedals and an electric motor of no more than 750 watts, or one horsepower, and a top motor-powered speed of less than twenty miles an hour when operated by a rider weighing one hundred seventy pounds on a paved level surface, that meet the requirements of the Federal Consumer Product Code provided in 16 C.F.R., Part 1512, and that operate in a manner such that the electric motor disengages or ceases to function when their brakes are applied or the rider stops pedaling. Manufacturers and distributors of electric-assist bicycles shall apply a label that is affixed permanently, in a prominent location, to each electric-assist bicycle, indicating its wattage and maximum electrically assisted speed. The owner or user of an electric-assist bicycle shall not remove or tamper with the label. If a user tampers with or modifies an electric-assist bicycle, changing the speed capability, he must replace the label indicating the vehicle's wattage or horsepower. Electric-assist bicycles and bicycles with helper motors are not mopeds.

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- (3) Any business or individual engaged in the leasing or sale of electric-assist bicycles that is the subject of three or more convictions of violations of this Chapter in any twelve-month period shall be declared a nuisance under Sec. 9-1-111, *et seq.*, and the violator shall be subject to all remedies available to the Town under Sec. 1-5- 10, and 10-1-150.



# WE'RE A BIKE FRIENDLY COMMUNITY!



## Town of Hilton Head Island BIKE/E-BIKE ETIQUETTE



### KNOW THE LAW

In South Carolina, motorists have the right of way at all crosswalks, intersections and curb cut entrances.

On pathways, pedestrians have the right of way.

Please be courteous and respect of other pathway users, bikes, and pedestrians at all times.

### PATHWAY SAFETY

Pathway safety is important! All pathway users should adhere to the guidelines below as you explore the Island's trail experience. These guidelines are provided to ensure everyone's safe enjoyment of our recreational resources.

- ⦿ Keep right, pass left
- ⦿ Announce to pass: Use your bell or voice ("passing on your left") when passing others
- ⦿ Observe a safe & courteous speed limit on pathways
- ⦿ If you stop, pull off the path
- ⦿ At intersections, stop, look, listen. Make eye contact with turning traffic
- ⦿ Wear a helmet, especially children 12 and under
- ⦿ Respect all pathway users

### E-BIKE ETIQUETTE

These safety and etiquette guidelines apply to all bike riders including e-Bike riders while on Island pathways. Before you ride, it is important to understand an e-Bike is different from other bicycles. It can be faster, heavier, handles differently, needs longer stopping distances, and requires some practice to operate. Practice mounting, dismounting, stopping, and starting your e-Bike in a safe location prior to your first ride.

Have fun, stay alert and happy trails!





## TOWN OF HILTON HEAD ISLAND

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### *Staff Report Memo*

**TO:** Marc Orlando, ICMA – CM, *Town Manager*  
**FROM:** Marcy Benson, *Senior Grants Administrator*  
**VIA:** Jeff Herriman, *Accounting Manager*  
**CC:** John Troyer, *Finance Director*  
**DATE:** July 19, 2022  
**SUBJECT:** HUD/CDBG Entitlement Program Consolidated Plan Substantial Amendment

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#### **Recommendation:**

The Finance & Administrative Committee recommends Town Council approve submittal of the attached Five-Year Consolidated Plan (2020 – 2024) substantial amendment as required by the U.S. Department of Housing and Urban Development (HUD) for participation in the Community Development Block Grant (CDBG) Entitlement Program.

The Finance & Administrative Committee met on July 19, 2022 and voted unanimously to recommend approval of submitting the amended Five Year Consolidated Plan (2020 – 2024) to HUD.

#### **Summary:**

The 2020 – 2024 Five Year Consolidated Plan is being amended to add the reallocation of CDBG-CV funds in the amount of \$102,899 for program year 2020. This amendment brings the cumulative amount for all CDBG-CV funding rounds for the Town of Hilton Head Island to \$634,987. In accordance with the program year 2020 CDBG first and third rounds of CDBG-CV funding the reallocation funds will be allocated to public services activities and administrative services carried out by the Community Foundation of the Lowcountry as outlined in the plan. This action is considered a substantial amendment to the Five-Year Consolidated Plan.

#### **Background:**

In 2020 HUD accepted the Town's 2020 – 2024 Five Year Consolidated Plan which included the program year 2020 CDBG funds and the first and third rounds of CDBG-CV funds. On May 13, 2022, HUD issued notification of a reallocation to the Town of CDBG-CV funds in the amount of \$102,899. These funds became available when other CDBG grantees did not apply for or declined their awards. The reallocated funds were made available to grantees that demonstrated capacity to quickly expend CDBG-CV funds. Grantees eligible for the reallocated funds were limited to those that expended 99 percent or more of their CDBG-CV funds by January 4, 2022. To accept

this reallocation HUD requires the 2020 – 2024 Five Year Consolidated Plan be amended to include this reallocation amount.

This reallocation is in addition to the first and third rounds of CDBG-CV funding and brings the cumulative amount for all CDBG-CV funding allocations to \$634,987. The program year 2020 CDBG allocation remained at \$238,313. In accordance with the uses previously designated in the original 2020 – 2024 Five Year Consolidated Plan, the reallocated funds will be allocated to public services activities in the Town and administrative services to carry out funding distribution. These public services activities are intended to address the prevention, preparation, and recovery efforts related to COVID-19, as outlined in the strategic plan, and expected resources sections of the amended 2020 – 2024 Five Year Consolidated Plan. These funds will be administered through an amended memorandum of understanding between the Town and the Community Foundation of the Lowcountry. The total amended amount of program year 2020 CDBG funds and CDBG-CV funds is \$873,300.

As of June 27, 2022, the Community Foundation of the Lowcountry has distributed \$730,833 to 16 public service organizations. In accordance with CDBG administrative services spending limits \$38,604 of 2020 CDBG and CDBG-CV funds have been disbursed for administrative services. The Community Foundation of the Lowcountry has acknowledged two percent of the reallocation amount (\$2,058) is sufficient to carryout the administrative services for the reallocated CDBG funds.

The Town’s Citizen Participation Plan, which guides the development of or changes to the Consolidated Plan, defines a substantial amendment as when activities are to be added, deleted, or substantially changed in terms of purpose, scope, location, or beneficiaries. This substantial amendment proposes to add \$102,899 in CDBG-CV funding for addressing the prevention, preparation and recovery efforts related to COVID-19 which will substantially increase the amount of funding available for public services activities and administrative services originally stated in the 2020 – 2024 Five Year Consolidated Plan.

The draft 2020 – 2024 Five Year Consolidated Plan substantial amendment was released to the public on June 30, 2022, for a five (5) day public comment period. No public comments were received. A summary reflecting these results is included as an attachment to the Consolidated Plan substantial amendment.

Upon submission of the 2020 -2024 Five Year Consolidated Plan substantial amendment HUD will review the plan and if satisfactory an acceptance notice, and revised grant agreement will be issued.

**Attachments:**

1. Resolution
2. Exhibit A – Five-Year Consolidated Plan (2020 – 2024)

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA TO APPROVE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ENTITLEMENT PROGRAM FIVE-YEAR CONSOLIDATED PLAN (2020-2024) SUBSTANTIAL AMENDMENT**

**WHEREAS**, in June 2014 the Town of Hilton Head Island became eligible to participate in the Community Development Block Grant (CDBG) Entitlement Community Program based on 2010 US Census data and accepted CDBG Entitlement status under the terms of the United States Department of Housing and Urban Development (HUD); and

**WHEREAS**, as an entitlement community, the Town must prepare and submit a Five-Year Consolidated Plan which details goals and objectives to be implemented to address community needs of low-and-moderate income residents within the Town's jurisdiction; and

**WHEREAS**, HUD accepted the Town's Five-Year Consolidated Plan (2020 – 2024) in July 2020; and

**WHEREAS**, the Town's Citizen Participation Plan defines a substantial amendment to the Consolidated Plan as when activities are to be added, deleted, or substantially changed in terms of purpose, scope, location or beneficiaries; and

**WHEREAS**, in May 2022 HUD issued notice of a reallocation of CDBG-CV funding for program year 2020 as authorized by the CARES Act; and

**WHEREAS**, the reallocation of CDBG-CV funds in the amount of \$102,899 increased the cumulative CDBG-CV available funding to \$634,987 coupled with the unchanged Fiscal Year 2020 CDBG funds of \$238,313 brings the total program year 2020 funds available to \$873,300; and

**WHEREAS**, making this change to the Five-Year Consolidated Plan (2020 – 2024) created the need for a substantial amendment; and

**WHEREAS**, the substantial amendment is compatible with the original HUD accepted Five-Year Consolidated Plan (2020 – 2024); and

**WHEREAS**, the Town has adhered to the public participation requirements set forth in the Citizen Participation Plan in the development of the Five-Year Consolidated Plan (2020 – 2024) substantial amendment; and

**WHEREAS**, a five (5) day public comment period for the Five-Year Consolidated Plan (2020 – 2024) substantial amendment was conducted for citizen input and review; and

**WHEREAS**, the Town Manager is authorized to submit the Five-Year Consolidated Plan (2020 – 2024) substantial amendment to the United States Department of Housing and Urban Development for their review and acceptance;

**NOW, THEREFORE BE IT, AND IT HEREBY IS RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, THAT** The Community Development Block Grant Entitlement Program Five-Year Consolidated Plan (2020-2024) substantial amendment, as submitted in the attachment to this resolution be approved and submitted to the United States Department of Housing and Urban Development.

**MOVED, APPROVED, AND ADOPTED ON THIS 16<sup>th</sup> DAY OF AUGUST, 2022.**

\_\_\_\_\_  
John J. McCann, Mayor

ATTEST:

\_\_\_\_\_  
Krista Wiedmeyer, Town Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Curtis Coltrane, Town Attorney

Introduced by Council Member: \_\_\_\_\_



# TOWN OF HILTON HEAD ISLAND

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## Staff Report Memo

**TO:** Town Council  
**VIA:** Marc Orlando, *Town Manager*  
Josh Gruber, *Deputy Town Manager*  
**FROM:** Shawn Colin, *Assistant Town Manager, Community Development*  
**COPY:** Mac Deford, *General Counsel*  
**DATE:** August 11, 2022  
**SUBJECT:** Consideration of a Resolution authorizing the Town Manager to execute a Memorandum of Understanding (MOU) with Beaufort County for the William Hilton Parkway Corridor Project and Adaptive Traffic Signal Improvements.

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### **Recommendation:**

That Town Council consider approval of the enclosed Resolution authorizing the Town Manager to execute the enclosed Memorandum of Understanding with Beaufort County concerning the William Hilton Parkway Corridor Project and Adaptive Traffic Signal Improvements.

### **Summary**

Adoption of the Resolution and execution of the MOU, staff will facilitate additional work that needs to be completed to provide better understanding of project details and impacts needed to inform recommendations for improvements to the bridge, corridor, and project mitigation.

### **Background:**

This project began around 2017 when a need was identified by the SCDOT to improve the westbound bridge that connects the mainland to the island (there are two bridges in each direction). The Town and County requested a more comprehensive approach instead of piecemealing an improvement over a series of years.

Since that time, the SCDOT has involved time and funding to conduct an evaluation of alternatives and prepared a draft Preferred Recommendation following the NEPA process. There has been ample public involvement, with many workshops, well over 20 public meetings, and opportunities to provide comment.

In addition, the Town has worked with MKSK, a planning and design consultant, since April 2021 to review the project and draft recommendations to improve the corridor alignment and design elements. Town Council approved 26 recommendations on October 12, 2022. The official response and position of Beaufort County to the enclosed Town's 26 recommendations.

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This is a major investment by the SCDOT and FHWA. It will have a significant impact on parts of Beaufort County, the Town of Bluffton and especially the Town of Hilton Head Island. The approach to Hilton Head Island is viewed as a visual oasis welcoming everyone to the beauty of the island. Changes that would negatively impact this entry are a major concern to the residents and visitors who come to Hilton Head. As such, the Town and many of its residents, want to make certain that all reasonable alternatives have been evaluated before a final decision is made.

The Town of Hilton Head wants to hire an independent specialist to review the information and make sure the recommendations will be in the best interests of all the players, including residents, employees, visitors, businesses, and the Gullah Cultural Community which is traversed by US 278. State Senator Davis has procured additional funds and the Town of Hilton Head will be reimbursed for the costs to hire a qualified firm(s) for this independent review.

**Enclosures:**

1. Resolution authorizing execution of the MOU with Beaufort County for the William Hilton Parkway Gateway Corridor Project
2. MOU with Beaufort County for the William Hilton Parkway Gateway Corridor and Synchronization of the Adaptive Traffic Signals
3. Beaufort County Council's response and position on the Town's 26 Project Recommendations

**TOWN OF HILTON HEAD ISLAND**

**RESOLUTION NO. 2022-**

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA, AUTHORIZING THE TOWN MANAGER TO ENTER INTO A MEMORANDUM OF AGREEMENT WITH BEAUFORT COUNTY, SOUTH CAROLINA CONCERNING THE WILLIAM HILTON PARKWAY GATEWAY CORRIDOR PROJECT AND ADAPTIVE TRAFFIC SIGNAL IMPROVEMENTS.**

**WHEREAS**, the U.S. Highway 278 corridor runs from I-95 to and throughout the Town of Hilton Head Island, and is both an economic generator and necessity for transportation; and

**WHEREAS**, the William Hilton Parkway Gateway Corridor Project (the “Project”) is a Beaufort County project and is part of the programs funded by the 2018 sales tax that was authorized by the public in a referendum; and

**WHEREAS**, the synchronization of adaptive traffic signals on U.S. Highway 278 is essential to the public safety and traffic control; and

**WHEREAS**, the Project will have a substantial impact on the citizens and visitors of the Town of Hilton Head Island; and

**WHEREAS**, the Town of Hilton Head Island and Beaufort County desire to undertake improvements to U.S. Highway 278 and install adaptive traffic signals thereon; and

**WHEREAS**, the Town Council hereby finds that the execution of the Memorandum of Agreement (attached herein as Exhibit 1) is in the best interest of the Town of Hilton Head Island.

**NOW, THEREFORE, BE IT, AND IT HEREBY IS, RESOLVED BY THE TOWN COUNCIL FOR THE TOWN OF HILTON HEAD ISLAND, SOUTH CAROLINA That** the Town Council hereby authorizes the Town Manager to enter into an agreement materially consistent with Exhibit 1 with Beaufort County for the purpose of coordinating and implementing the William Hilton Parkway Gateway Corridor Project and installation of adaptive traffic signals on U.S. Highway 278.

**PASSED AND APPROVED BY THE TOWN COUNCIL ON THIS \_\_\_\_\_ DAY OF AUGUST, 2022.**

\_\_\_\_\_  
John J. McCann, Mayor



**ATTEST:**

\_\_\_\_\_  
Krista M. Wiedmeyer, Town Clerk

APPROVED AS TO FORM

\_\_\_\_\_  
Curtis L. Coltrane, Town Attorney

Introduced by Council Member: \_\_\_\_\_



**WHEREAS**, there are many SCDOT owned signals along the corridor that are managed and maintained by the Town and the County through various signal maintenance agreements with SCDOT; and

**WHEREAS**, the Town has funds budgeted in its Capital Improvement Plan for fiscal year 2023 to make improvements to the traffic signals within the corporate limits of the Town which they maintain under their signal maintenance agreement(s) with SCDOT; and

**WHEREAS**, the Town and County desire to make traffic signal improvements along the entire US 278 Corridor to increase safety and capacity through the synchronization of “Adaptive Traffic Signals.”; and

**WHEREAS**, any and all future signal projects, including those signals within the US 278 Corridor Improvement Project, are to be fitted with the same technologies and ensured are synchronized with the other signals.

**NOW, THEREFORE**, for and in consideration of the mutual covenants exchanged herein, the County and the Town hereby agree as follows:

1. The Town and County agree to advance the Project through equal partnership. All decisions and approvals concerning the Project shall be made in writing and signed by authorized representatives of the Town and County respectively.
2. The County and the Town mutually agree to work together in good faith to address the feasibility, and merits of recommendations previously made by MKSK (as set forth in Exhibit B) (the “Recommendations”) and which may be made by the Independent Consultant after it performs the Independent Review, as discussed at the joint meetings of the Town Council and the County Council on April 5, 2022 and April 21, 2022.
3. The Town will retain an independent consultant (the “Independent Consultant”), i.e., one that does not have a previous or current contractual relationship with SCDOT, the County or Town, to perform the Independent Review. The Independent Consultant will conduct an end-to-end simulation and study through and beyond the Project limits to include additional intersections materially consistent with the Scope of Work set forth in Exhibit A, which will consider project impacts and a mitigation assessment.
4. The County agrees to make available and provide all project data, including but not limited to cost estimates with supporting details, traffic data, including modeling and simulation materials, other technical documents, and base design files.
5. The Town and County mutually agree to work together, along with SCDOT, to design, implement, and provide ongoing maintenance and operations for the planned improvements for uniformed Adaptive Traffic Signals located on US 278. Further, the County and the Town mutually agree to work together to seek the funds necessary to acquire and implement the proposed improvements of the Adaptive Traffic Signals.
9. The Town will contract with MKSK to complete an engineering opinion and probable cost for the Town’s Recommendations.

10. The Town and County will coordinate with SCDOT to perform a value engineering of the project to identify and eliminate unwanted costs and improve function and quality as well as to optimize initial and long-term investment, seeking the best possible value for the lowest cost.

11. For items included in the MKSK comments and other recommendations arising from the Independent Review that may require additional funding, the County and the Town mutually agree to work together to seek the funds necessary to implement the proposed elements.

**IN WITNESS WHEREOF**, Beaufort County, South Carolina, and the Town of Hilton Head Island, South Carolina, by their authorized officers, have executed the within memorandum on this \_\_\_ day of August, 2022.

WITNESSES:

**TOWN OF HILTON HEAD ISLAND**

\_\_\_\_\_

By: \_\_\_\_\_

Name: Marc Orlando

\_\_\_\_\_

Title: Town Manager

WITNESSES:

**BEAUFORT COUNTY**

\_\_\_\_\_

By: \_\_\_\_\_

Name: Eric Greenway

\_\_\_\_\_

Title: County Administrator

## EXHIBIT A

### **SCOPE OF WORK / SPECIFICATIONS – END-TO-END ANALYSIS AND SIMULATION**

The selected firm shall provide the following services:

#### A. Review Prior Work and Work in Progress

1. Review work that was prepared by Beaufort County and the South Carolina Department of Transportation (SCDOT) and its consultants related to the US 278 Gateway Corridor Project (the “Project”). This includes the Purpose & Need, the travel demand and intersection modeling, alternatives studied, the evaluation criteria, and the preliminary design and its impacts. The NEPA document, available on the SCDOT website, should also be reviewed.
2. Review the evaluation of the Project provided by Smart Mobility on behalf of the South Carolina Coastal Conservation League (dated August 2021).
3. Review the work done by HDR on the evaluation of the regional traffic model, data inputs and assumptions, traffic projections and impacts to the list of alternatives evaluated by SCDOT and their consultants.
4. Review the 26 recommendations to the SCDOT concepts that were prepared by the Town’s planning and design consultant, MKSK, with input from HDR, and approved by the Town Council.

#### B. Review meeting

Town staff will facilitate a briefing meeting with the selected consultant to review the above, the Town’s goals, along with a review of questions raised by the public and Town Council. The Town staff may include representatives from Beaufort County, the SCDOT and their consultants for this meeting to help answer questions on the prior work performed, and any updates. The Town may also convene a meeting with stakeholders during the same timeframe so that the consultant can relay its experience and work plan to complete necessary work.

#### C. Consultant Modeling

The consultant will review the work done on the modeling of existing and projected conditions. The consultant should describe their modeling expertise and any enhancements to the model, or use of additional data sets, to improve its accuracy (SCDOT has access to Streetlight and INRIX). Other sources that could be used, and their cost should be described.

Modeling for this project was based on both the statewide SCDOT model and the model developed for Metropolitan Planning Organization known as the Lowcountry Area Transportation Study (LATS). Synchro was the primary tool used to model the Corridor Project.

The consultant is expected to review those models and update the traffic projections for 2045. This could include a calibration of the models or creation of a new model (please specify your approach). This will include a review of traffic post-COVID, distribution to the William Hilton Parkway and Cross

Island Parkway, future traffic projections related to factors such as the increase of short-term rentals, increase in day trips to the island, infill development, and the limited capacity of the transportation network.

1. This modeling should extend the study area used by the SCDOT to evaluate if improvements within the SCDOT study area will just push congestion downstream or onto local roads.

Specific intersections to be included in this expanded study area are Gumtree to Moss Creek, Pembroke Drive, Indigo Run/Whooping Crane Way (U.S. 278 Business Route), Bluffton Parkway and Buckingham Landing Road, Palmetto Bay Road at Point Comfort/Arrow Roads, Palmetto Bay Road at Target Road, and Sea Pines Circle. The Town should have counts available but please list a cost per intersection for any new counts as an additional service.

2. Update the modeling to include:
  - **The impact of the removal of the toll for the Cross Island Parkway in June 2021.** The Town's traffic monitoring shows that removal of the toll increased traffic along the former toll road. The prior split was 67% Business Route to 33% Cross Island Parkway. The most recent data shows a 62% to 38% split.
  - **Changes associated with increased traffic.** In the recent past, an estimated 2.6 million visitors traveled to Hilton Head Island annually. The projected figure is now 3.1 million. Some of the increase in traffic is related to an increase in development on the mainland, which increases travel to Hilton Head Islands beaches, stores, restaurants, and employers. Hilton Head residents and visitors have also increased their travel to the mainland generators. An expanse of Short-Term Rentals has also increased travel.
  - **There is a transit system from the mainland that provides travel options especially for workers** (Low Country Regional Transit Authority). There is a separate on-island shuttle system ("the Breeze") for visitors on the Island to travel between Coligny Plaza/Beach to the Westin, stopping at 20 shopping destinations and beaches along the way. Use has also increased using the abundance of non-motorized trails on the island. The consultant should confirm that the modeling account for those non-auto trips.
  - **The Town is mostly built out.** There are a few vacant parcels with plans underway for several of those. There is also an opportunity for redevelopment of several older shopping centers or older development to be updated with mixed uses or different intensities. The models should consider how the redevelopment may change volumes on some of the roadways instead of a blanket percentage applied to all the roadways uniformly.
3. Evaluate how the Adaptive Traffic Signals will impact the traffic flow and average travel times along the corridor at peak times and at other periods. The Town and County expect to implement Adaptive Traffic Signal locations from Buckwalter Place (5-6 miles inland) to all the traffic signals

along William Hilton Parkway, as well as all 26 signalized intersections on Hilton Head Island. The consultant should identify if there are other ITS improvements that should be considered, and their cost.

4. Evaluate if there are reasonable changes that could reduce transportation demand using transit, non-motorized transportation or changes that could influence travel patterns. The Town has worked with Beaufort County and the SCDOT to improve the non-motorized travel through the project area to non-motorized crossings. Most of the travel through the project area is by auto. The consultant should identify other alternatives that need to be considered.
5. Review the alternatives considered along the corridor to determine if any were dismissed prematurely, or if additional alternatives need to be evaluated.
6. Identify improvements to the roadways, crossroads, and intersections based on the updated model. Consider if there are other options that should be pursued.
7. Review comments on the safety aspects of the alternatives tested vehicles, bicyclists, and pedestrians. Recommend any changes or additions that should be pursued
8. Recommend any changes to the SCDOT's preferred design that would reduce the impacts on private property owners, especially in the Traditional Cultural Property Community area.

#### D. Meetings and Engagement

Anticipate participation in a series of public open houses, meetings with stakeholder groups, and 2-3 public meetings with the Town Council.

The Town will set up meetings with Town Council, Town staff, and review meetings with others (such as Beaufort County, LATS, the SCDOT, and their consultants). The Town will also schedule a series of meetings with key stakeholders from the Town. The consultant should assume the following:

1. A bi-weekly scheduled meeting with the Town's Project Manager and others that they may include.
2. A monthly briefing for the Town Manager.
3. Two or three days at Hilton Head Island at the project outset to become familiar with the project study area, data, the background information.
4. A couple of virtual meetings to review the model information from the SCDOT, LATS and consultants.
5. Two or three meetings with the Town Council, all open to the public and expected to be live streamed. The consultant may also be meeting with stakeholders and staff during periods when the consultant is on-site for Town Council engagements.

E. A report that provides a Peer Review of the work being done by others. This may include a list of specific changes to the approach or methodology or additional assessment of alternatives or mitigation. This may include other approaches to help meet the projected demand such as transit options.

F. Presentation of findings

A draft of the findings will be shared with Town staff and its planning and design consultants, MKSK. The Town may request another meeting with the SCDOT or County and their consultants. Thereafter the material shall be presented to the Town Council first at a study session, then at a public open house and then a Town Council public meeting.

The format of the recommendations is left to the Consultant. But the Proposal should explain the potential format. A summary or matrix could be provided that compares alternatives, using factors such as overall travel time, impact on safety, access from neighboring properties or cross streets, NEPA impacts and enhanced mitigation, or impacts on the visual character of the roadway, and total costs.

The evaluation of alternatives should include but not be limited by the items listed below. The Consultant can suggest other alternatives or methodologies:

1. Current Modified Preferred Alternative, as presented by SCDOT.
2. Current Modified Preferred Alternative as presented by SCDOT with additional changes to the road or intersections outside of their study area.
3. An alternative that includes replacement of the deficient eastbound bridge supplemented with other localized improvements.
4. Any other alternatives that may have been prematurely dismissed or new alternatives that the Consultant has identified.



## EXHIBIT B

### Town Approved Recommendations - Gateway Corridor Project - October 12, 2021

#### CORRIDOR-WIDE RECOMMENDATIONS

1. Reduce lane widths to 11' to calm traffic & reduce property impacts
2. Eliminate raised curbs in medians wherever possible, encourage existing vegetation and natural drainage in these areas
3. Vary median widths and meander roadway alignments where possible for traffic calming and aesthetics
4. Take advantage of Town-owned property for sake of Parkway improvements
5. Utilize ITS smart signal technology throughout
6. Reduce curb cuts & provide for alternative/safer property access throughout
7. Provide trails on both sides of Parkway where possible with sufficient separation from road and in lieu of sidewalks
8. Create a comprehensive system of safe, comfortable, and attractive shared use paths for cyclists and pedestrians
9. Open/encourage views to the water wherever possible, as a part of the Island's "signature"
10. Ensure integration of unique, Hilton Head-specific signage, landscape schemes, public art program, architectural vocabulary, iconic features, and accent lighting that distinguish this parkway from all others
11. Reduce design & posted speeds throughout the corridor
12. Evaluate the island-wide transportation system

#### ZONE-SPECIFIC RECOMMENDATIONS

13. Encourage Moss Creek area improvements (*commercial redevelopment, access/roadway improvements, trail connections*)

- 14.** Establish “Gateway Experience” threshold at west end of Mackay Creek bridges  
*(landscape, island “icon”, art, lighting)*
- 15.** Reduce bridge mass with two separate bridges and Shared-Use Path on south side of eastbound bridge
- 16.** Reduce bridge lane width to 11’, reduce shoulder width on left, only one breakdown lane on right.
- 17.** Provide 14’ minimum width non-motorized lane on bridge with multiple viewing areas and protection/screening of vehicles
- 18.** Attention to bridge design/details as viewed from afar and on-deck (parapet, railings, structural forms)
- 19.** Consolidate Jenkins Island access to one signalized location at C. Heinrichs/Windmill Harbour Entrance
- 20.** Provide traditional turn lanes and intuitive intersection configurations throughout Stoney
- 21.** Eliminate confusing SCDOT U-turns
- 22.** Eliminate left turns and traffic introduction onto Old Wild Horse
- 23.** Create new park south of Parkway in Stoney to authentically showcase Gullah Geechee culture/heritage
- 24.** Consider a new Visitors Center as a part of this park that intentionally showcases this heritage while introducing visitors to the Island’s offerings

#### ADDITIONAL POLICY RECOMMENDATIONS

- 25.** Create a Stoney-authored vision plan for the next generation of that neighborhood
- 26.** Create and professionally staff a Development Corporation as a vehicle for Stoney Advancement

## Responses to MKSK Recommendations

The preliminary responses are based on the meeting held between the Beaufort County (County Administrator Eric Greenway & Assistant County Administrator Jared Fralix), SCDOT (Secretary Christy Hall, Deputy Secretary Leland Colvin, & Program Manager Craig Winn), and the Town of Hilton Head Island (Town Manager Marc Orlando, Mayor John McCann, and Senior Advisor to the Town Manager Shawn Colin) on October 14, 2021, at the Beaufort County Administration Building. Additional responses are based on further environmental NEPA evaluations, traffic evaluations & engineering design performed since the October 14, 2021 meeting.

### Corridor Wide

#### **1. Reduce lane widths to 11' to calm traffic & reduce property impacts**

**Preliminary Response:** Agreement on 12' lanes on the bridge and Jenkins Island but a 12' outside lane and a pair of 11' inside lanes as well as accessory lanes will be pursued through the Stoney Community from the Causeway to Spanish Wells Road.

**Additional Response:** During the design process a design exception and appropriate approvals for the two 11' inside lanes within the Stoney Community will need to be pursued.

#### **2. Eliminate raised curbs in medians wherever possible, encourage existing vegetation and natural drainage in these areas**

**Preliminary Response:** Agreement on elimination of raised curbs on the interior portion of Jenkins Island where appropriate with the understanding this will increase the clear zone needed in the median. Raised curb and gutter will be installed on the exterior edge of the roadway to reduce ROW requirements and handle the drainage needs.

**Additional Response:** Additional investigation and review of safety and drainage needs within the area will be required as project development continues. In project areas with a proposed 15' raised median, curbing will be provided on both the inside and outside of the roadway.

#### **3. Vary median widths and meander roadway alignments where possible for traffic calming and aesthetics**

**Preliminary Response:** Agreement on varying median through Jenkins Island, holding eastbound lanes in the existing alignment and moving westbound travel lanes North on Jenkins Island between Crosstree Drive and the causeway. The costs are to be estimated and if project overrun will need to be funded locally (not SCDOT or SIB funding).

**Additional Response:** The meandering of the roadway is estimated to increase project cost by approximately \$1.5M and was designed to avoid all critical area and freshwater wetlands. Additionally, the meandering of the roadway would not be permitted to result in wetland impacts greater than the Recommended Preferred Alternative 4A, as presented at the Public Hearing. Appendix 1 shows the proposed layout of the meandering on Jenkins Island that avoids critical area

wetlands and freshwater wetlands. The additional cost does not include any costs for the additional Town-owned ROW required to meander the roadway and the ROW is assumed to be donated. The County does not have extra funds for an additional cost, and additional local funds would need to be identified early in the design process by the Town.

**4. Take advantage of Town-owned property for sake of Parkway improvements**

**Preliminary Response:** Agreement on this item and was part of the SIB application.

**Additional Response:** Project is taking advantage of Town-owned property through Jenkins Island with westbound lanes alignment. Other uses of Town-owned property will be considered during design if needed to facilitate project needs.

**5. Utilize ITS smart signal technology throughout**

**Preliminary Response:** Agreement on this item. It is already part of the current project scope.

**Additional Response:** Please be advised that signals will continue to be maintained locally, by either the County or Town, as currently prescribed in each of our Signal Maintenance Agreements (SMA) with SCDOT

**6. Reduce curb cuts and provide for alternative/safer property access throughout**

**Preliminary Response:** Agreement on this item. Change in access drives within Stoney as proposed by MKSK is separate from the project.

**Additional Response:** Reduction in curb cuts is a priority for safety and access management. Before reducing curb cuts, it will need to be verified that the improvements do not cause additional impacts within the TCP and are agreeable by all property owners.

**7. Provide trails on both sides of Parkway where possible with sufficient separation from the road and instead of sidewalks**

**Preliminary Response:** No trail to be installed on the southern side of William Hilton Parkway. The existing sidewalk on the southern side is to be removed except to connect Windmill Harbour to the shared use path underpass west of the Windmill Harbour entrance.

**Additional Response:** No additional comments.

**8. Create a comprehensive system of safe, comfortable, and attractive shared use paths for cyclists and pedestrians**

**Preliminary Response:** Agreement on a trail on the northern side of US 278 only, with separation from the roadway. The trail will not be located in the marsh area and must tighten up alignment through the causeway section connecting Hilton Head and Jenkins Island. The trail is okay to move north for more separation from Parkway through Jenkins Island.

**Additional Response:** The meandering of the trail through Jenkins Island must avoid the wetlands and environmental features. The corridor will also be evaluated for other opportunities to utilize town-

owned land to meander the shared use path away from the roadway and to protect tree canopies when practical. Additional expenses to meander the trail will need to be covered by local funds (Not SCDOT or SIB funding)

**9. Open/encourage views to the water wherever possible, as part of the Island's "signature"**

**Preliminary Response:** Agreement that this is a local element with selective treatment rather than any clearing and grubbing along the water edge.

**Additional Response:** This will not be included as part of the project as it has the potential to increase environmental impacts outside of the proposed construction limits.

**10. Ensure integration of unique, Hilton Head-specific signage, landscape schemes, public art program, architectural vocabulary, iconic features, and accent lighting that distinguish this parkway from all others**

**Preliminary Response:** Agreement that this element should be Town driven through its CIP Program.

**Additional Response:** The EA document includes signage within the Stoney Community as part of the environmental commitments. This is to include two signs, banner signage on SUP lighting, and landscaping. The final details of each of these features will be coordinated with the Stoney Community and local governments. (Eligible for project funding within the Stoney Community)

**11. Reduce design & posted speeds throughout the corridor.**

**Preliminary Response:** The entire project will include a 45mph design speed and consideration given for 40mph posted speed for the William Hilton Parkway from the causeway connecting Hilton Head to Jenkins Island to Sea Pines Circle (which includes the Stoney segment)

**Additional Response:** The posted speed will need to be discussed with the SCDOT District Traffic Engineer and a formal request will need to be submitted by the Town requesting a Speed Study through the District office for the areas of concern between Stoney and Sea Pines Circle. The project team will assist in any communication and coordination with the SCDOT District office.

**12. Evaluate the island-wide transportation system.**

**Preliminary Response:** Agreement this is an effort that will be handled locally

**Additional Response:** No additional comments.

### Zone specific recommendations

**13. Encourage/support Moss Creek area improvements (commercial redevelopment, access/roadway improvements, trail connections)**

**Preliminary Response:** Agreement for long-term but not included in this project scope and is not eligible for State Infrastructure Bank Funding.

**Additional Response:** County to support private commercial redevelopment in Moss Creek area. Any driveways and curb-cuts within project limits will be improved as part of the project. The trail along US 278 will connect to the trails along Bluffton Parkway via pedestrian improvements along Buckingham Plantation Drive.

**14. Establish “Gateway Experience” threshold at the west end of Mackay Creek bridges (landscape, island “icon”, art, lighting)**

**Preliminary Response:** Okay through coordination of County & Town

**Additional Response:** Not eligible for SCDOT or SIB Funding

**15. Reduce bridge mass with two separate bridges and a Shared-Use path on side of the eastbound bridge**

**Preliminary Response:** SCDOT is neutral on this item. The county administrator does not think benefits will justify additional costs. SCDOT states it’s likely a 10-15% increase in the cost of the bridge component resulting in a \$30M to \$40M dollar increase. These additional costs are to be funded with local funds, not SCDOT or SIB. This item is to be evaluated by KCI (County) and HDR (Town) to determine the differential in costs between 1, six-lane bridge versus 2, 3 lane bridges. Additional impacts to the environment and Pinckney Island to be considered.

**Additional Response:** The construction of two separate bridge structures will increase the actual bridge width and increase the impacts to Pinckney Island due to the need for a separation distance between the two structures. The dual bridge option increases the estimated project cost by \$27.3 million. Additionally, two separate bridge structures will significantly increase the construction time potentially extending the completion date and jeopardizing SIB funding. The County does not support this request.

**16. Reduce bridge lane width to 11’, verify the need for two breakdown lanes per bridge**

**Preliminary Response:** The bridge will have 12’ lanes and no reduction of shoulder/breakdown widths. Each direction to include 2-10’ shoulders as agreed to by all parties.

**Additional Response:** The 12’ lanes and 10’ shoulders are FHWA controlling criteria and provide a safety benefit to the project. These criteria are based on the roadway classification. Additionally, the shoulders provide improved access for Emergency Response on the bridges and to Jenkins Island.

**17. Provide 14’ minimum width non-motorized lane on the bridge with multiple viewing areas and protection/screening of vehicles**

**Preliminary Response:** Agreement on the 12' shared-use pathway along the southern side of the bridge with 2 bulb-outs, one over each creek. Each bulb is out to be approximately 50' long. The bulb out elements are to be funded with local money as they are considered non-essential for SIB funding

**Additional Response:** The final configuration of the bulb-outs will be determined during the bridge design phase but are currently estimated to be 20'x50' with an additional cost of \$125k to \$150k per bulb out. However, the cost estimate does not include the additional cost for protection/screening. The County supports the concept of the viewing areas/screening if additional local funds can be identified early in the design process by the Town but the County does not have the extra funds to support the addition.

**18. Attention to bridge design/details as viewed from afar and on-deck (parapet, railings, structural forms)**

**Preliminary Response:** Agreement on this item with continued coordination through project design. Attention to be focused on the above deck treatment of the bridge.

**Additional Response:** This has potential schedule implications but a decision would need to be made early in the design development to ensure timely completion of the bridge design. The County does not have extra funds but supports additional aesthetic details but is good with the concept if additional local funds or grants can be identified and made available.

**19. Consolidate Jenkins Island access to one location at C. Heinrichs Circle/Windmill Harbor Entrance**

**Preliminary Response:** Agreement to consolidate all turning movements on Jenkins Island to this single intersection has already been implemented as part of the refinements after the public hearing.

**Additional Response:** No additional response.

**20. Provide traditional turn lanes and intuitive intersection configurations throughout Stoney**

**21. Eliminate confusing SCDOT U-turns**

**22. Eliminate left turns and traffic introduction onto Old Wild Horse Road**

**Preliminary Response:** This response applies to 20-22. There is an internal agreement to provide lefts at the Stoney intersections and not to proceed with the U-turn at the Old Wild horse Road intersection. SCDOT, Beaufort County, and the Town of Hilton Head agree to evaluate options to understand the performance and impacts resulting from the preferred alternative and the local alternatives. A balance of performance, impact of land disruption, and local desires and input will drive the final request to FHWA.

**Additional Response:** Additional survey work and engineering design was required to address this request. A traffic technical memo was created for the section of US 278 between Squire Pope Road and Spanish Wells Road to evaluate additional intersection configurations (Appendix 2). Two additional intersections were evaluated that eliminated the signal and U-turns at Old Wild Horse Road and reintroduced the left turns at Squire Pope Road & Spanish Wells Road. Both options introduced dual left-hand turn lanes from eastbound US 278 onto northbound Squire Pope Road, dual lefts from

Spanish Wells Road northbound onto US 278 westbound, and the combination of the Squire Pope Road southbound through movement and left-turn movement to protect the tree canopy on Squire Pope Road. Option 1 includes dual rights from SB Squire Pope Road onto WB US 278 operating under a stop condition while Option 2 includes one free flow right from SB Squire Pope Road to WB US 278 with an acceleration lane on 278. While the traffic performance of each of the options causes decreased level of service at the intersections, additional travel time and delays in the peak direction, and additional delays on the side streets, the performance does meet the minimum standard of a level of service D. There is minimal discernment obtained between the performance of Option 1 and Option 2. The next step was to compare the options to original TCP impacted areas of 4.77 acres as shown in Appendix 3. Each of the alternatives, including the preferred alternative through refinements, shows a reduction in the TCP impacts. Once all factors are considered including TCP impacts, local governmental input, and public comments from the Public Hearing Option 1 balances the need for traffic performance for the mainline and side roads, and the TCP impacts throughout Stoney. Option 1 reduces the frontage impacts along US 278 within Stoney from the causeway to Squire Pope Road. The selection of Option 1 will require the trail to meander within the Town of Hilton Tract on the northeast corner of Squire Pope Road and US 278 to protect the tree canopy along Squire Pope Road as requested by the State Historical Preservation Office (SHPO).

- 23. *Create a new park south of Parkway in Stoney to authentically showcase Gullah Geechee culture/heritage***
- 24. *Consider a new Visitor Center as part of this park that intentionally showcases this heritage while introducing visitors to the Island's offerings***

**Preliminary Response:** This applies to 23 and 24. This must take place (at least initially) on Town/County-owned property within Stoney. NO additional property impacts take or displacements should be represented as part of this element. TCP elements identified in the EA should be integrated and enhanced at this location.

**Additional Response:** The new park and pavilion are part of the environmental commitments for the project. The location of the improvements and details will need to be coordinated with the Stoney Community and the local entities. Should the Town desire to design and construct a visitor center, it could be constructed separately but concurrent with the project. The improvements outlined in the EA document as commitments for the Stoney Community are funded however any additional design elements or expansion would need to be funded locally and not utilize SCDOT or SIB funding.

- 25. *Create a Stoney-authored vision plan for the next generation of that neighborhood***

**Preliminary Response:** Agreement that this should be a locally handled effort.

**Additional Response:** As part of the environmental commitments, the County will develop and host an online, interactive map of the history of the Stoney community to share important historical information about the community.

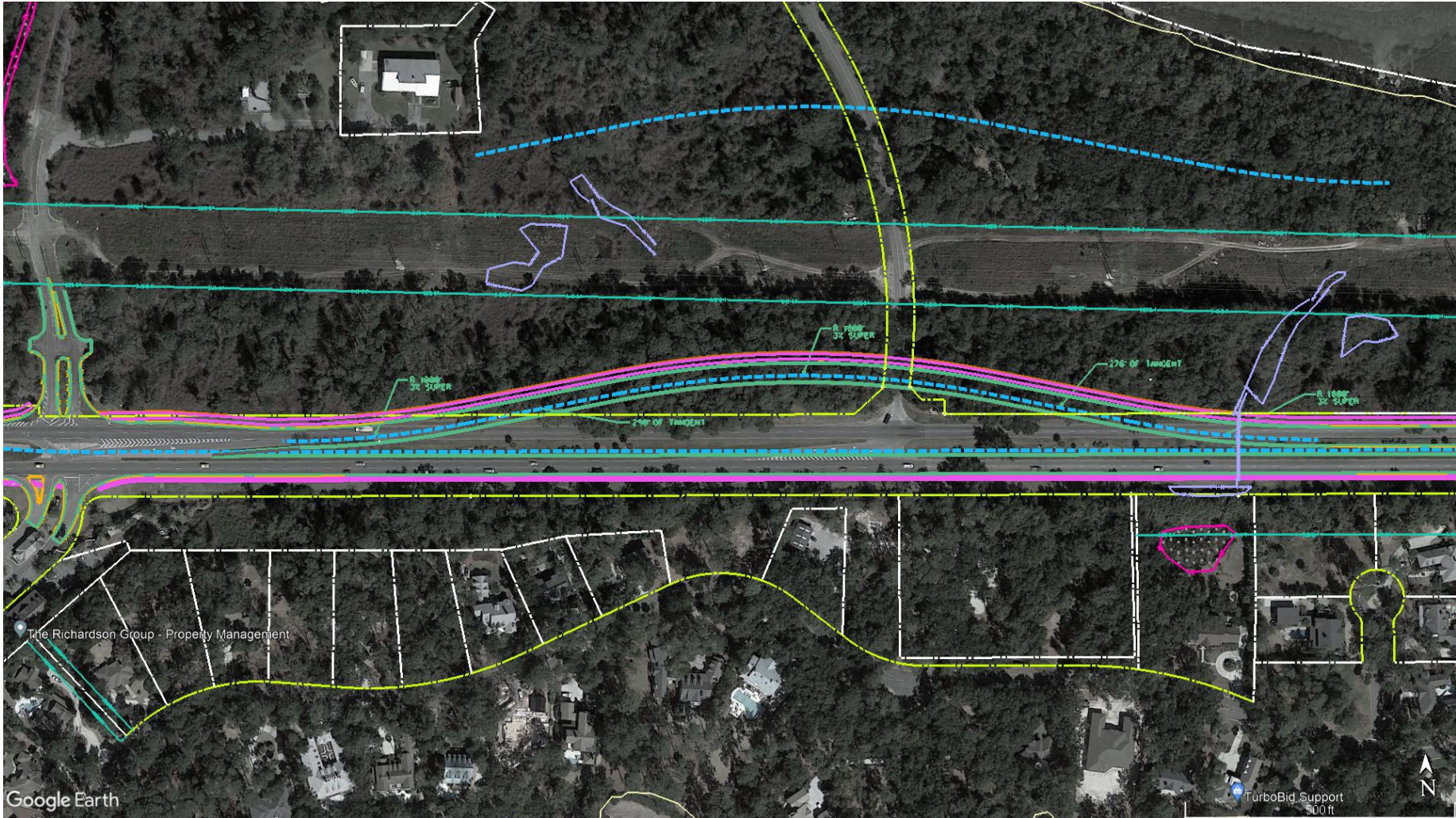
- 26. *Create and professional staff a Development Corporation as a vehicle for Stoney Advancement.***



**Preliminary Response:** Agreement that this should be a locally handled effort.

**Additional Response:** The County supports the advancement of citizens within the Stoney Community and other Gullah communities throughout the county and is open to further discussions to determine the most appropriate vehicle to support this mission.

**Appendix 1: Jenkins Island Meandering**



**Appendix 2: Squire Pope to Spanish Wells Tech Memo**

## Technical Memorandum

*To: Craig Winn, PE  
Project Manager  
South Carolina Department of Transportation*

*From: CDM Smith*

*Date: January 26, 2022*

*Subject: US 278 – Alternative Intersection Analysis Between Squire Pope Road and Spanish Wells Road*

### Introduction

The Town of Hilton Head’s land planning consultant, MKSK, and HDR have requested additional intersection analysis along US 278. The additional analysis includes reinstating the left turn lanes at Squire Pope Road and Spanish Wells Road. This technical memorandum details the future year 2045 operational analysis for the two new alternative scenarios and how they compare to the preferred alternative presented at the US 278 Public Hearing on July 22, 2021.

### Preferred Alternative 4A

The preferred alternative presented at the Public Hearing proposed to remove the eastbound left turn lane from US 278 onto Squire Pope Road, remove the eastbound and westbound left turn lanes onto Wild Horse Road and Spanish Wells Road, and to add a signal at Old Wild Horse Road to facilitate u-turn movements. This configuration of two- and three-phased signalized intersections will work together as a system to help improve the overall intersection operations along this segment of US 278. The lane geometries and levels of service (LOS) are provided in **Figure 1**.

The operational analyses of the preferred alternative are summarized **Table 1**. In the AM peak hour, the intersections operate with an overall LOS B or better. In the PM peak hour, Squire Pope Road will operate at LOS A while Old Wild Horse Road and Spanish Wells Road will operate at LOS C. The SimTraffic results, provided in **Table 2**, show an arterial speed of 24 mph in the eastbound direction and 32 mph in the westbound direction during the AM peak hour, with a total travel time of 60.7 seconds in the eastbound direction and 44.9 seconds in the westbound direction. In the PM peak hour, the arterial speed is 24 mph in the eastbound direction and 25 mph in the westbound direction with a total travel time of 59.9 seconds in the eastbound direction and 57.5 seconds in the westbound direction. The Synchro and SimTraffic reports for the preferred alternative are provided in **Appendix A**.

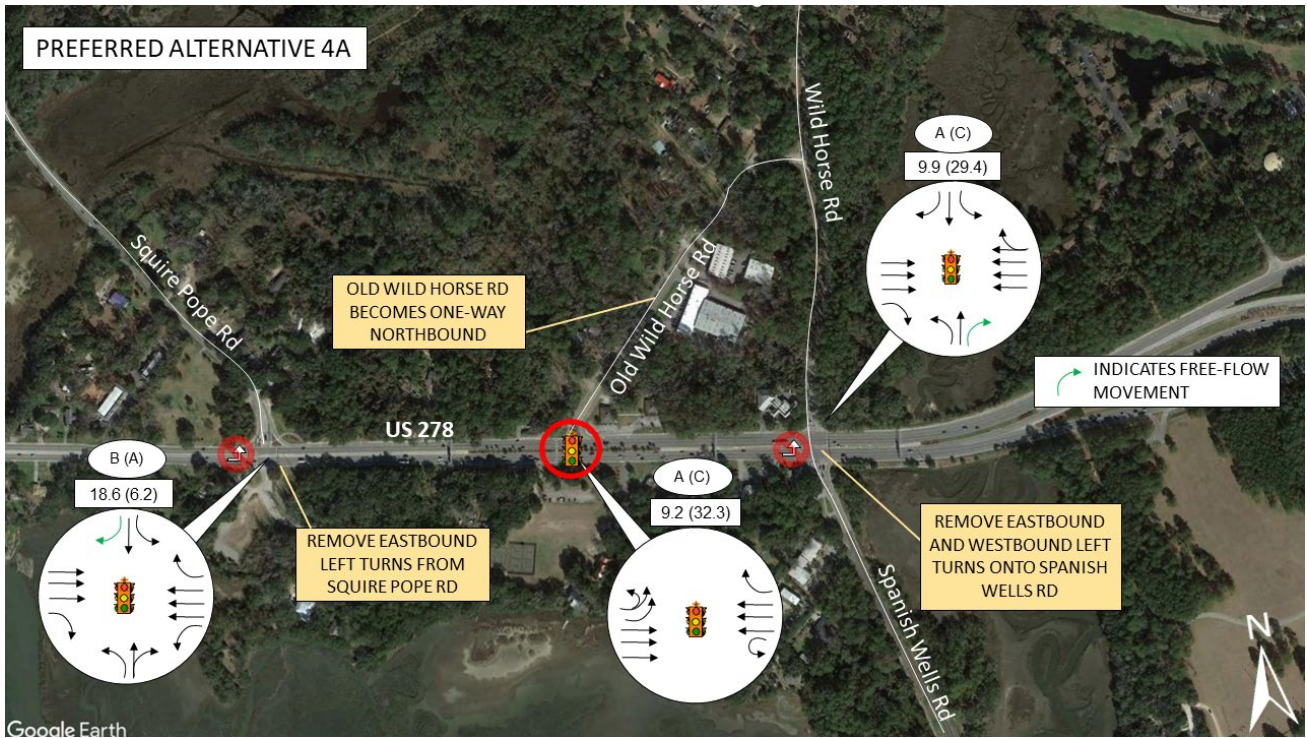


Figure 1 - Lane Geometries and LOS – Preferred Alternative 4A

Table 1 – Preferred Alternative Level of Service Summary

Intersection	AM			PM		
	Movement	LOS	Delay	Movement	LOS	Delay
Squire Pope Rd	Overall	B	18.6	Overall	A	6.2
Old Wild Horse Road	Overall	A	9.2	Overall	C	32.3
Wild Horse Rd/Spanish Wells Rd	Overall	A	9.9	Overall	C	29.4

Table 2 – Preferred Alternative SimTraffic Summary

Preferred Alternative							
Eastbound	AM	Travel Time (s)	60.7	Westbound	AM	Travel Time (s)	44.9
		Arterial Speed (mph)	24			Arterial Speed (mph)	32
		Delay (s)	27.6			Delay (s)	11.4
	PM	Travel Time (s)	59.9		PM	Travel Time (s)	57.5
		Arterial Speed (mph)	24			Arterial Speed (mph)	25
		Delay (s)	26.4			Delay (s)	24.0

## Additional Analysis

Although the operational analysis of the preferred alternative shows exceptional levels of service at all three intersections and an improvement in travel times along this portion of US 278, there is citizen concern regarding removing the left turns from US 278 and adding a signal at the Old Wild Horse Road intersection. The Town of Hilton Head requested two additional scenarios be considered which reinstate the left turn movements:

- Option 1: Dual eastbound left turn lanes from US 278 onto Squire Pope Road, dual southbound right turn lanes from Squire Pope Road onto US 278, single eastbound left turn lane from US 278 onto Wild Horse Road, single westbound left turn lane from US 278 onto Spanish Wells Road, and removal of the signal at Old Wild Horse Road.
- Option 2: Dual eastbound left turn lanes from US 278 onto Squire Pope Road, single free-flow southbound right turn lane from Squire Pope Road onto US 278, single eastbound left turn lane from US 278 onto Wild Horse Road, single westbound left turn lane from US 278 onto Spanish Wells Road, and removal of the signal at Old Wild Horse Road.

As part of the screening analysis of these two options, additional scenarios combining various lane configurations were considered in an effort to provide the best possible operational performance:

- Scenario a: Separate southbound left and through lanes at Squire Pope Road; dual northbound left turn lanes from Spanish Wells Road onto US 278
- Scenario b: Separate southbound left and through lanes at Squire Pope Road; single northbound left turn lane from Spanish Wells Road onto US 278
- Scenario c: Combined southbound left/through lane at Squire Pope Road; dual northbound left turn lanes from Spanish Wells Road onto US 278
- Scenario d: Combined southbound left/through lane at Squire Pope Road; single northbound left turn lane from Spanish Wells Road onto US 278

At Spanish Wells Road, because the left turn movements from US 278 are added back to the signal phasing, the single northbound left turn lane will no longer be able to accommodate the left turning volume. This is because the green time that was allocated to the northbound left is now distributed to the protected left turn phases on US 278. Therefore, dual northbound left turn lanes are needed at the Spanish Wells Road intersection and the only viable scenarios were a and c, described above.

The comparison between scenario a and scenario c showed a miniscule difference in operations at the Squire Pope Road intersection and were the same for the Spanish Wells Road intersection. Scenario c was advanced further because by combining the southbound left and through movements into one lane, there is a savings in right-of-way impacts. **Appendix B** provides the Synchro reports and detailed summary table for the scenarios.

### Option 1 – Dual southbound right turn lanes

**Figure 2** shows the lane geometries and LOS results for Option 1. **Table 3** summarizes the operational analysis of the intersections. In the AM peak hour, Squire Pope Road and Spanish Wells Road operate at LOS C. In the PM peak hour, both intersections operate at LOS D.

The SimTraffic results, provided in **Table 4**, show an arterial speed of 20 mph in the eastbound direction and 34 mph in the westbound direction during the AM peak hour, with a total travel time of 70.6 seconds in the eastbound direction and 42 seconds in the westbound direction. In the PM peak hour, the arterial speed is 23 mph in the eastbound and westbound directions with a total travel time of 63 seconds in the eastbound direction and 63.8 seconds in the westbound direction. The Synchro and SimTraffic reports are provided in **Appendix B** and **Appendix C**, respectively.

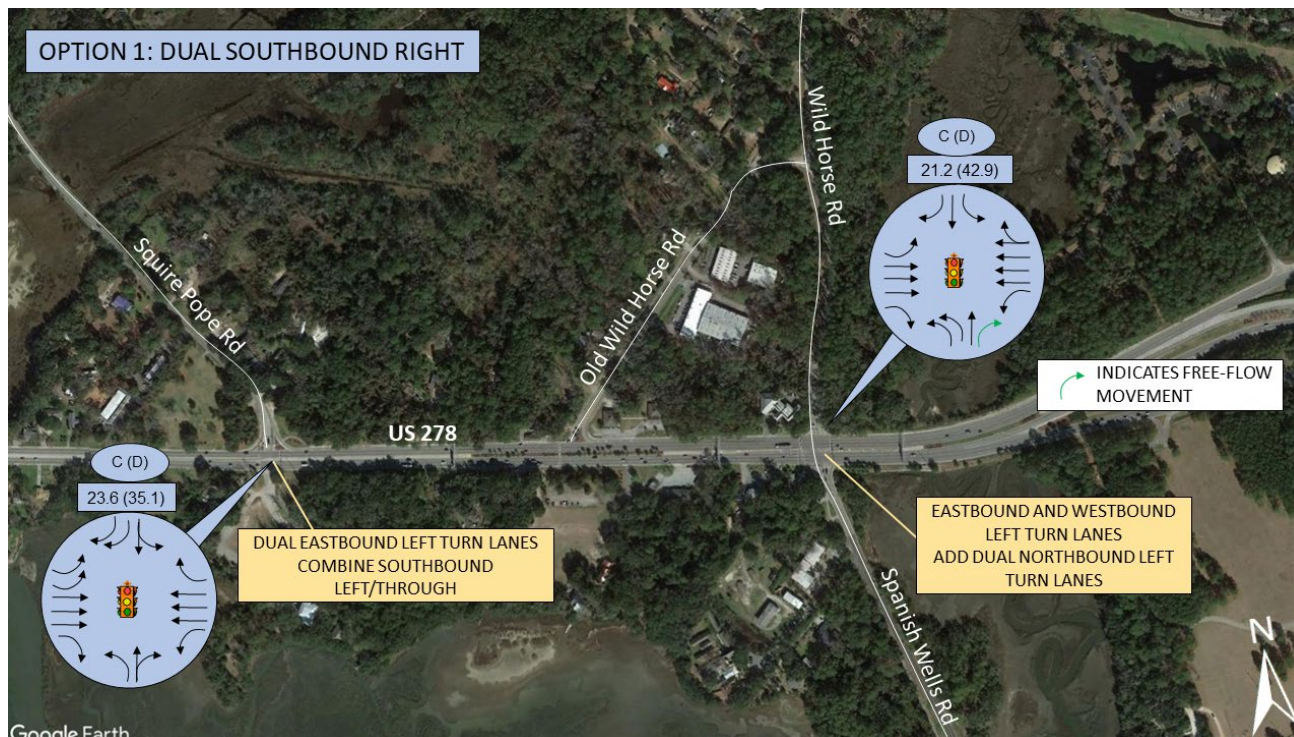


Figure 2 - Lane Geometries and LOS – Option 1

Table 3 – Option 1 Alternative Level of Service Summary

Intersection	AM			PM		
	Movement	LOS	Delay	Movement	LOS	Delay
Squire Pope Rd	Overall	C	23.6	Overall	D	35.1
Old Wild Horse Road	Overall	N/A	N/A	Overall	N/A	N/A
Wild Horse Rd/Spanish Wells Rd	Overall	C	21.2	Overall	D	42.9

Table 4 – Option 1 Alternative SimTraffic Summary

Option 1							
Eastbound	AM	Travel Time (s)	70.6	Westbound	AM	Travel Time (s)	42.0
		Arterial Speed (mph)	20			Arterial Speed (mph)	34
		Delay (s)	37.5			Delay (s)	8.9
	PM	Travel Time (s)	63.0		PM	Travel Time (s)	63.8
		Arterial Speed (mph)	23			Arterial Speed (mph)	23
		Delay (s)	29.9			Delay (s)	30.6



Option 2 – Single free-flow southbound right turn lane

Figure 3 shows the lane geometries and LOS results for Option 2. Table 5 summarizes the operational analysis of the intersections. In the AM peak hour, the intersections operate at LOS C or better. In the PM peak hour, both intersections operate at LOS D.

The SimTraffic results, provided in Table 6, show an arterial speed of 22 mph in the eastbound direction and 33 mph in the westbound direction during the AM peak hour, with a total travel time of 66.3 seconds in the eastbound direction and 43.6 seconds in the westbound direction. In the PM peak hour, the arterial speed is 23 mph in the eastbound direction and 22 mph in the westbound direction with a total travel time of 64 seconds in the eastbound direction and 66.9 seconds in the westbound direction. The Synchro and SimTraffic reports are provided in Appendix B and Appendix C, respectively.



Figure 3 - Lane Geometries and LOS – Option 2

Table 5 – Option 2 Alternative Level of Service Summary

Intersection	AM			PM		
	Movement	LOS	Delay	Movement	LOS	Delay
Squire Pope Rd	Overall	B	19.8	Overall	D	37.1
Old Wild Horse Road	Overall	N/A	N/A	Overall	N/A	N/A
Wild Horse Rd/Spanish Wells Rd	Overall	C	21.2	Overall	D	42.9

Table 6 – Option 2 Alternative SimTraffic Summary

Option 2							
Eastbound	AM	Travel Time (s)	66.3	Westbound	AM	Travel Time (s)	43.6
		Arterial Speed (mph)	22			Arterial Speed (mph)	33
		Delay (s)	33.4			Delay (s)	10.6
	PM	Travel Time (s)	64.0		PM	Travel Time (s)	66.9
		Arterial Speed (mph)	23			Arterial Speed (mph)	22
		Delay (s)	31.0			Delay (s)	33.8

### Summary of Level of Service Results

The following summarizes how the two proposed options compare to the preferred alternative. **Figure 4** shows the overall intersection operations for all the alternatives. The preferred alternative provides the best level of service operations for Squire Pope Road and Spanish Wells Road. At Squire Pope Road in the AM peak hour, Option 2 exhibits a comparable level of service, but in the PM peak hour, the level of service is markedly worse. At the Spanish Wells Road intersection, the preferred alternative operates much better than the two proposed alternatives in both the AM and PM peak hours.



Figure 4 - Intersection LOS Comparison

**Tables 7 and 8** provide a detailed comparison of each alternative by lane movement for the AM and PM peak hours, respectively. When the eastbound left turn movement is added back to the Squire Pope Road intersection, the westbound approach suffers the most in terms of delay. This is because the eastbound left turn movement requires a protected phase within the signal cycle and must take that green time away from other movements at the intersection, such as the westbound movements. The same is true for the incorporation of eastbound and westbound left turn lanes at Spanish Wells Road. At

this intersection, all of the movements show a degradation in level of service when compared to the preferred alternative, especially the westbound and northbound approaches in the AM peak hour. The PM peak hour shows a less drastic effect from adding the left turn lanes.

Table 7 – AM Level of Service Summary – All Alternatives

	Preferred Alternative				Option 1				Option 2						
	Movement	v/c	LOS	Delay	Movement	v/c	LOS	Delay	Movement	v/c	LOS	Delay			
Squire Pope Rd	EB	3T	1.00	C	25.0	EB	2L	0.82	C	23.4	EB	2L	0.81	C	22.8
		1R	0.01				3T	0.95				3T	0.95		
		1R	0.01				1R	0.01				1R	0.01		
	WB	1L	0.27	A	0.7	WB	1L	0.17	A	8.5	WB	1L	0.17	A	8.6
		3T	0.42				3T	0.49				3T	0.49		
		1R					1R					1R			
	NB	1L	0.10	F	82.8	NB	1L	0.32	F	99.6	NB	1L	0.09	F	95.4
		1T/R	0.24				1T/R	0.23				1T/R	0.23		
	SB	1L	0.56	F	89.2	SB	1L/T	0.69	F	93.7	SB	1L/T	0.69	F	116.7
		1T	0.11				1R					1R			
1R			2R				0.74	2R				0.74			
<b>Overall</b>			<b>B</b>	<b>18.6</b>	<b>Overall</b>			<b>C</b>	<b>23.6</b>	<b>Overall</b>			<b>B</b>	<b>19.8</b>	
Spanish Wells Rd	EB	3T	0.92	A	1.2	EB	1L	0.29	A	7.1	EB	1L	0.29	A	7.1
		1R	0.24				3T	0.95				3T	0.95		
		1R	0.24				1R	0.21				1R	0.21		
	WB	1L		A	4.0	WB	1L	0.99	C	23.1	WB	1L	0.99	C	23.1
		3T	0.36				3T	0.42				3T	0.42		
		1T/R	0.36				1T/R	0.42				1T/R	0.42		
	NB	1L	0.99	F	118.1	NB	2L	1.03	F	153.2	NB	2L	1.03	F	153.2
		1T	0.31				1T	0.73				1T	0.73		
		1R					1R					1R			
	SB	1L	0.62	F	88.8	SB	1L	0.65	F	109.1	SB	1L	0.65	F	109.1
1T		0.63	1T				0.73	1T				0.73			
1R		0.49	1R				0.29	1R				0.29			
<b>Overall</b>			<b>A</b>	<b>9.9</b>	<b>Overall</b>			<b>C</b>	<b>21.2</b>	<b>Overall</b>			<b>C</b>	<b>21.1</b>	
Old Wild Horse Rd	EB	1U/L	0.74	A	9.1										
		1L	0.74												
		3T	0.92												
	WB	1U	0.72	A	9.4										
		3T	0.50												
1R	0.01														
<b>Overall</b>			<b>A</b>	<b>9.2</b>											

Table 8 – PM Level of Service Summary – All Alternatives

	Preferred Alternative				Option 1					Option 2					
	Movement	v/c	LOS	Delay	Movement	v/c	LOS	Delay	Movement	v/c	LOS	Delay			
Squire Pope Rd	EB	3T	0.76	A	8.4	EB	2L	1.02	B	17.9	EB	2L	1.03	B	19.4
		1R	0.05				3T	0.71				3T	0.72		
							1R	0.05				1R	0.05		
	WB	1L	0.19	A	1.2	WB	1L	0.18	D	40.9	WB	1L	0.18	D	48.6
		3T	0.97				3T	1.08				3T	1.10		
		1R					1R					1R			
	NB	1L	0.08	F	89.9	NB	1L	0.29	F	87.4	NB	1L	0.06	F	82.3
		1T/R	0.49				1T/R	0.49				1T/R	0.41		
	SB	1L	0.74	F	116.3	SB	1L/T	0.85	F	102.3	SB	1L/T	0.69	F	103.9
		1T	0.08												
1R			2R				0.85	1R							
<b>Overall</b>			<b>A</b>	<b>6.2</b>	<b>Overall</b>			<b>D</b>	<b>35.1</b>	<b>Overall</b>			<b>B</b>	<b>19.8</b>	
Spanish Wells Rd	EB	3T	0.74	A	0.8	EB	1L	0.98	A	8.8	EB	1L	0.98	A	8.8
		1R	0.34				3T	0.84				3T	0.84		
							1R	0.28				1R	0.28		
	WB	3T	0.95	D	36.5	WB	1L	0.91	D	54.9	WB	1L	0.91	D	54.9
		1T/R	0.98				3T	1.00				3T	1.00		
							1T/R	1.02				1T/R	1.02		
	NB	1L	1.01	F	116.3	NB	2L	1.00	F	125.1	NB	2L	1.00	F	125.1
		1T	0.36				1T	0.52				1T	0.52		
		1R					1R					1R			
	SB	1L	0.36	F	125.6	SB	1L	0.40	F	126.7	SB	1L	0.40	F	126.7
1T		0.93	1T				0.98	1T				0.98			
1R		0.76	1R				0.57	1R				0.57			
<b>Overall</b>			<b>C</b>	<b>29.4</b>	<b>Overall</b>			<b>D</b>	<b>42.9</b>	<b>Overall</b>			<b>D</b>	<b>42.9</b>	
Old Wild Horse Rd	EB	1U/L	1.03	C	21.4										
		1L	1.03												
		3T	0.73												
	WB	1U	0.63	D	40.0										
		3T	1.05												
1R	0.01														
<b>Overall</b>			<b>C</b>	<b>32.3</b>											

**Summary of Travel Time Analysis**

The SimTraffic analysis, summarized in **Table 9**, provides travel time estimations for each of the alternatives. During the AM peak hour in the eastbound direction, the preferred alternative results in the shortest average travel time (and thus highest travel speed) between the Squire Pope Road intersection and the Spanish Wells Road intersection. In the westbound direction in the AM peak hour, Option 1 shows a slightly shorter travel time (2.9 seconds faster) than the preferred alternative. Option 2 results in a travel time savings of 1.3 seconds over the preferred alternative. In the PM peak hour, the preferred alternative shows a slightly shorter travel time in the eastbound direction than the other alternatives. However, in the westbound direction, the travel time savings is 6.3 seconds and 9.4 seconds over Option 1 and Option 2, respectively.

Table 9 - SimTraffic Summary – All Alternatives

		SimTraffic Results					
		EB Travel Time (s)	EB Speed (mph)	EB Delay (s)	WB Travel Time (s)	WB Speed (mph)	WB Delay (s)
Preferred Alternative	AM	60.7	24	27.6	44.9	32	11.4
	PM	59.9	24	26.4	57.5	25	24.0
Option 1	AM	70.6	20	37.5	42.0	34	8.9
	PM	63.0	23	29.9	63.8	23	30.6
Option 2	AM	66.3	22	33.4	43.6	33	10.6
	PM	64.0	23	31.0	66.9	22	33.8

Another method of assessing the travel time through the corridor is by analyzing the time-space diagram. These diagrams indicate the progression of a vehicle as it travels between the signal at Squire Pope Road (top bar), through the Old Wild Horse Road intersection (middle bar) to the signal at Spanish Wells Road (bottom bar). The thick horizontal bars at each signal represent the red, yellow, and green times that a vehicle will experience along US 278.

To interpret the diagrams, pick a blue line and follow it from top to bottom for the eastbound direction (**Figures 5-7**). For the westbound direction, pick a red line and follow it from bottom to top (**Figures 8-10**). A straight blue or red line indicates that a vehicle will travel through the Old Wild Horse Road and Spanish Wells Road signals on green. A horizontal blue or red line indicates that a vehicle will get stopped. The longer the horizontal blue or red line, the longer the delay. Additionally, the height of the stacked horizontal blue or red lines represents vehicles queued at the intersection. The width of the straight blue or red lines (without horizontal breaks) indicates the length of time vehicles will progress through the segment without stopping.

**Figure 5** shows the PM peak hour eastbound progression for the preferred alternative. The width of straight lines is approximately 70 seconds. Some vehicles will get stopped at the Old Wild Horse Road signal to allow for the protected u-turn movement phase, indicated by the hatched areas in the green horizontal line. However, because the signals are coordinated and consist of two- and three-phases, once the eastbound traffic gets a green, the queues dissipate at Spanish Wells Road and vehicles can travel unimpeded for 70 seconds.

**Figure 6** shows the eastbound progression for Option 1. **Figure 7** shows the eastbound progression for Option 2. When compared to the preferred alternative, these alternatives show a much longer queue at Spanish Wells Road. Vehicles begin stacking when the eastbound direction receives a red light. When the light turns green, the front of the queue begins to dissipate, but the back of the queue does not flush out until halfway through the green phase. Although the signals at Squire Pope Road and Spanish Wells Road are also coordinated, they are both four-phase signals that require protected phasing for eastbound and westbound left turns from US 278 (as indicated by the hatched areas within the green horizontal line), which take away from the green time for through traffic along US 278.

In the eastbound direction during the PM peak hour, Options 1 and 2 have an unimpeded time of approximately 35 and 30 seconds, respectively. This indicates that although there is some delay encountered with the additional signal at Old Wild Horse Road, the overall progression of through traffic is better in the preferred alternative.

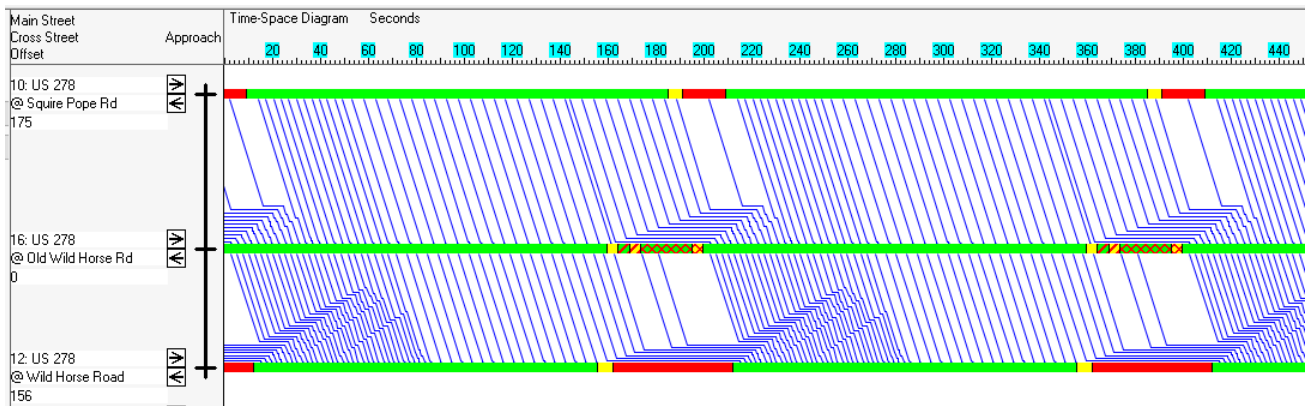


Figure 5 - PM Peak Hour Eastbound Progression - Preferred Alternative

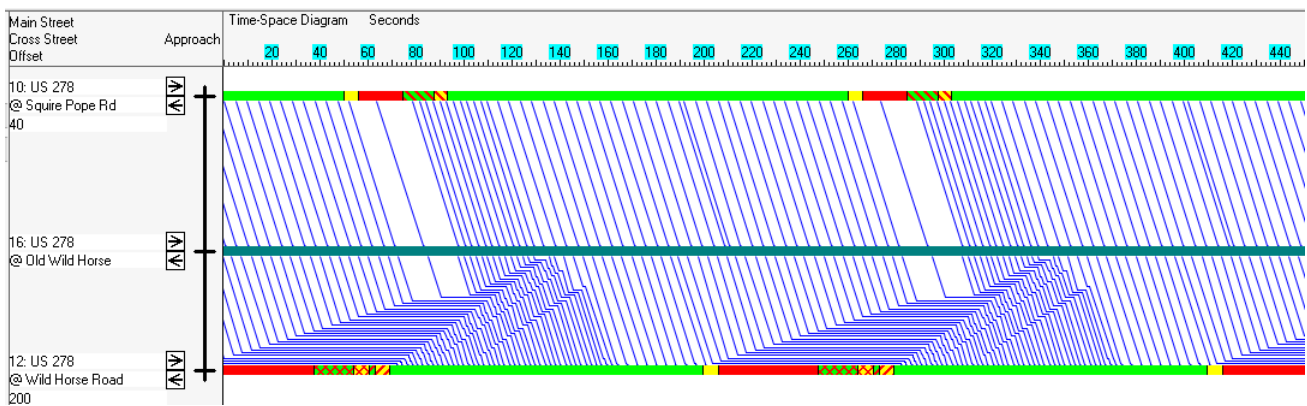


Figure 6 - PM Peak Hour Eastbound Progression - Option 1

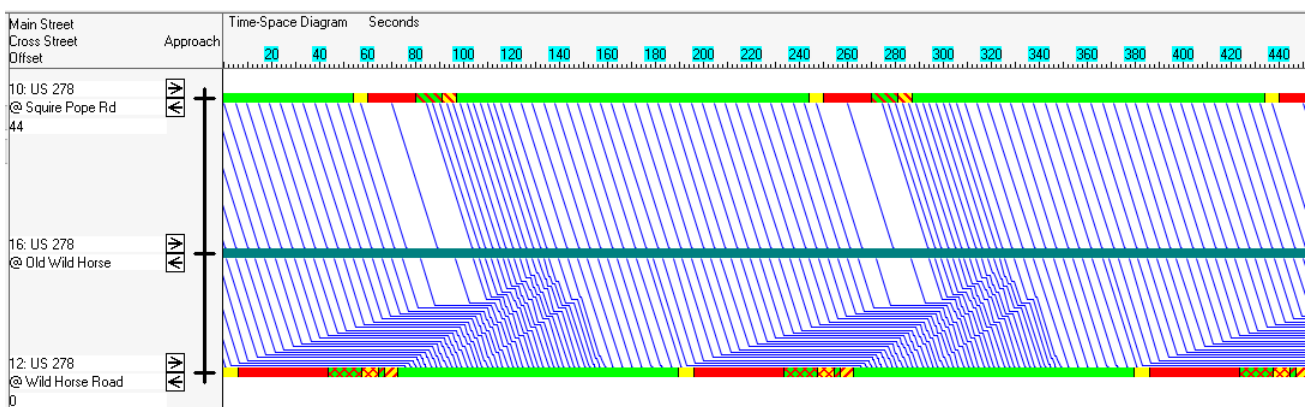


Figure 7 - PM Peak Hour Eastbound Progression - Option 2

**Figures 8-10** show the time-space diagrams for the PM westbound direction. It is often difficult to achieve progression in both directions along a corridor within the same time period. During the PM peak hour, westbound is the peak direction and therefore the signal coordination is optimized in this direction. The progression in the westbound direction in the PM peak hour is essentially the same for all three alternatives.

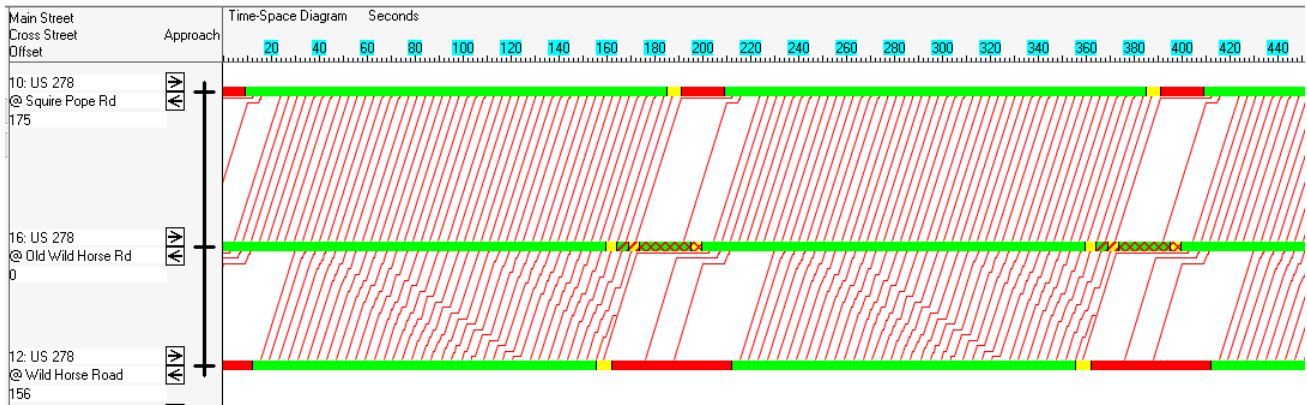


Figure 8 - PM Peak Hour Westbound Progression - Preferred Alternative

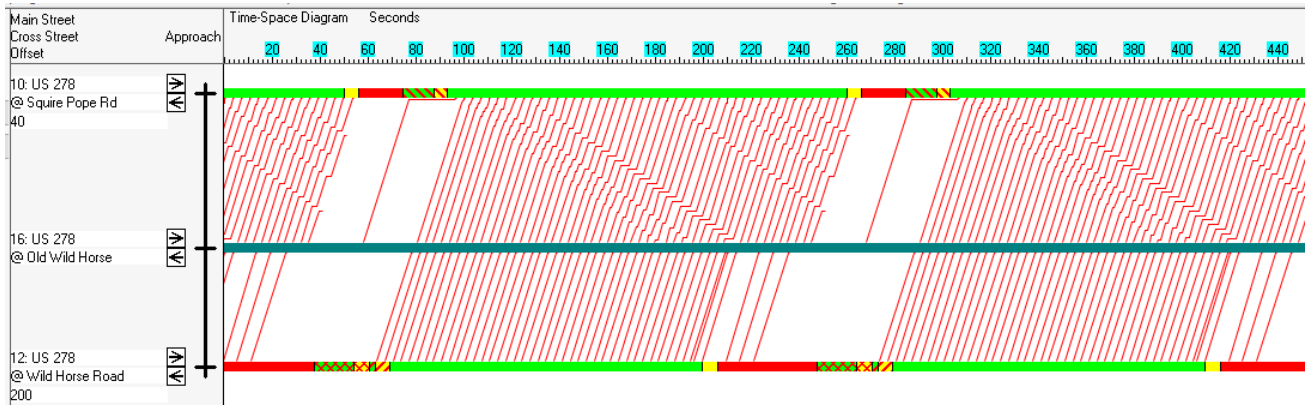


Figure 9 - PM Peak Hour Westbound Progression - Option 1

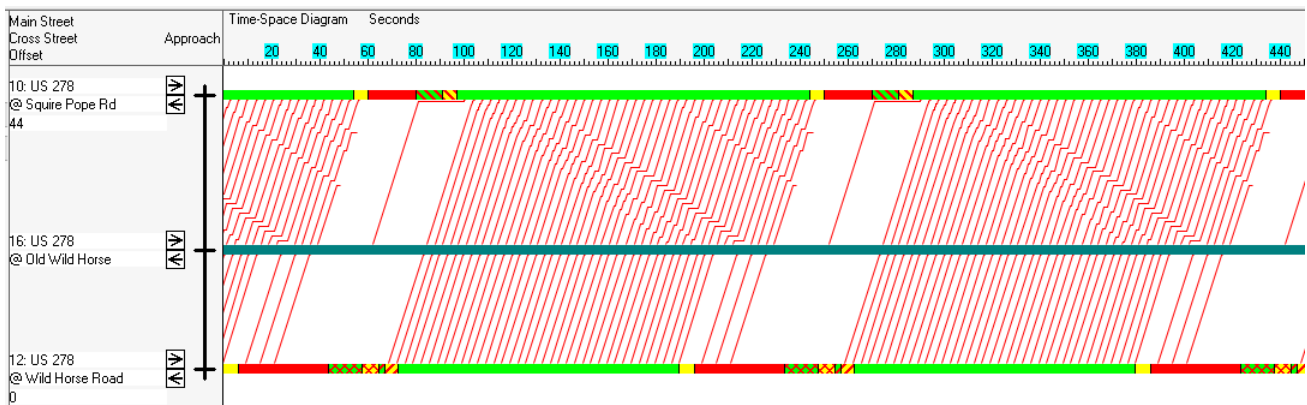


Figure 10 - PM Peak Hour Westbound Progression - Option 2

We understand that the preferred alternative will result in drivers traveling a slightly longer distance with the removal of the left turn lanes from US 278; however, the travel time increase is nominal. The delay associated with the eastbound left turn at Squire Pope Road in the PM peak hour is 150.4 seconds in Option 1 and 155.2 seconds in Option 2. In the preferred alternative, the delay associated with the eastbound u-turn in the PM peak hour is 131.5 seconds. Assuming a vehicle travels at 45 mph, it will take 18 additional seconds to travel the 1,200 feet from Squire Pope Road to Old Wild Horse Road plus 18 seconds to travel back to Squire Pope Road. The worst-case scenario is that a vehicle will be stopped at Old Wild Horse Road for the entire 131.5 seconds, resulting in a total travel time of approximately

168 seconds. When compared to the worst-case scenario of being stopped for the entire 150.4 or 155.2 seconds at the eastbound left onto Squire Pope Road, this is an additional 17 or 13 seconds of travel time for those who choose to utilize the u-turn movement. Another option is to turn left onto Old Wild Horse Road and use Wild Horse Road to get to their destination north of US 278. The Town of Hilton Head has been receptive to considering improvements at the Old Wild Horse Road at Wild Horse Road intersection and the Wild Horse Road at Gumtree Road intersection.

### **Final Recommended Alternative and Geometry**

The recommended preferred alternative presented at the US 278 Public Hearing on July 22, 2021, provides the best signal operations for the intersections of Squire Pope Road and Spanish Wells Road. This alternative also provides the shortest travel time between the intersections during the AM and PM peak hours in the eastbound direction and during the PM peak hour in the westbound direction. However, it should be noted that this traffic analysis only compares the alternatives based on signal operations and travel time analyses. Although the preferred alternative performs the best, there is minimal discernment that is obtained between these three alternatives.

Upon considering other factors that include quantifying impacts to Traditional Cultural Property (TCP) and evaluating local government input and public comments received during the public hearing, it is apparent that Option 1 provides a better balance between the need for traffic performance within the corridor and sideroads, while minimizing the TCP impacts throughout the Stoney Community. Furthermore, Option 1 reduces TCP impacts to the three parcels located on the north side of US 278 between the causeway and Squire Pope Road as compared with the recommended preferred alternative and Option 2.



## **Appendix 3: TCP Maps**

**Legend**

Proposed Right-Of-Way (ROW) Impacts

**Stoney Traditional Cultural Property Parcels**

Parcels Not Impacted by ROW

Publicly Owned Parcels Impacted by ROW

Privately Owned Parcels Impacted by ROW

ROW Impacts within the Stoney Community				
	RPA 4A (as shown in the EA)	RPA 4A (as updated along Wild Horse Road)	Intersection Option 1	Intersection Option 2
<small>[shown in acres]</small>				
<b>Publicly Owned</b>	3.67	2.67	2.74	2.58
<b>Privately Owned</b>	1.2	1.17	1.14	1.16
<b>Total ROW</b>	4.87	3.84	3.88	3.74
<b>Total Stoney TCP Property</b>	302.36	300.25	300.25	300.25

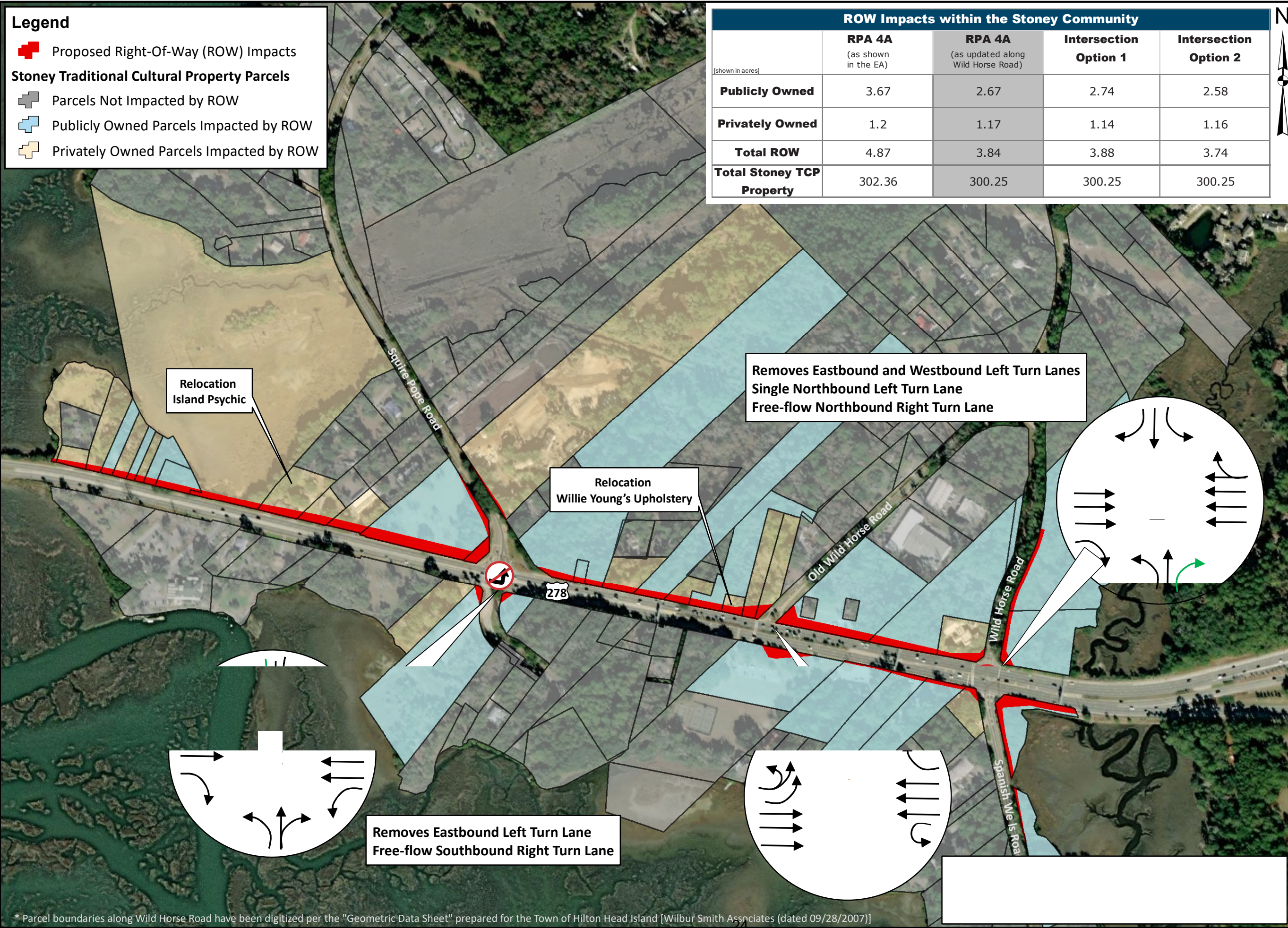
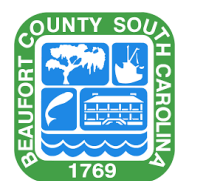
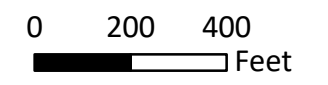


**Proposed  
Right-of-Way Impacts  
Within the Stoney  
Traditional Cultural Property  
Boundary**

**Recommended Preferred  
Alternative 4A  
Intersection Alternative 10  
(Consolidate Lefts)  
01/27/2022**


**ROW Impacts within Stoney**

Publicly Owned Property:	2.67 ac
Privately Owned Property:	1.17 ac
<b>Total Property:</b>	<b>3.84 ac</b>
<b>Stoney TCP Property:</b>	<b>300.25 ac</b>




\* Parcel boundaries along Wild Horse Road have been digitized per the "Geometric Data Sheet" prepared for the Town of Hilton Head Island [Wilbur Smith Associates (dated 09/28/2007)]


**Legend**

 Proposed Right-Of-Way (ROW) Impacts

**Stoney Traditional Cultural Property Parcels**

 Parcels Not Impacted by ROW

 Publicly Owned Parcels Impacted by ROW

 Privately Owned Parcels Impacted by ROW

ROW Impacts within the Stoney Community				
	RPA 4A (as shown in the EA)	RPA 4A (as updated along Wild Horse Road)	Intersection Option 1	Intersection Option 2
<small>[shown in acres]</small>				
<b>Publicly Owned</b>	3.67	2.67	2.74	2.58
<b>Privately Owned</b>	1.2	1.17	1.14	1.16
<b>Total ROW</b>	4.87	3.84	3.88	3.74
<b>Total Stoney TCP Property</b>	302.36	300.25	300.25	300.25



**Proposed  
Right-of-Way Impacts  
Within the Stoney  
Traditional Cultural Property  
Boundary**

**Recommended Preferred  
Alternative 4A  
Intersection Option 1**

**01/27/2022**

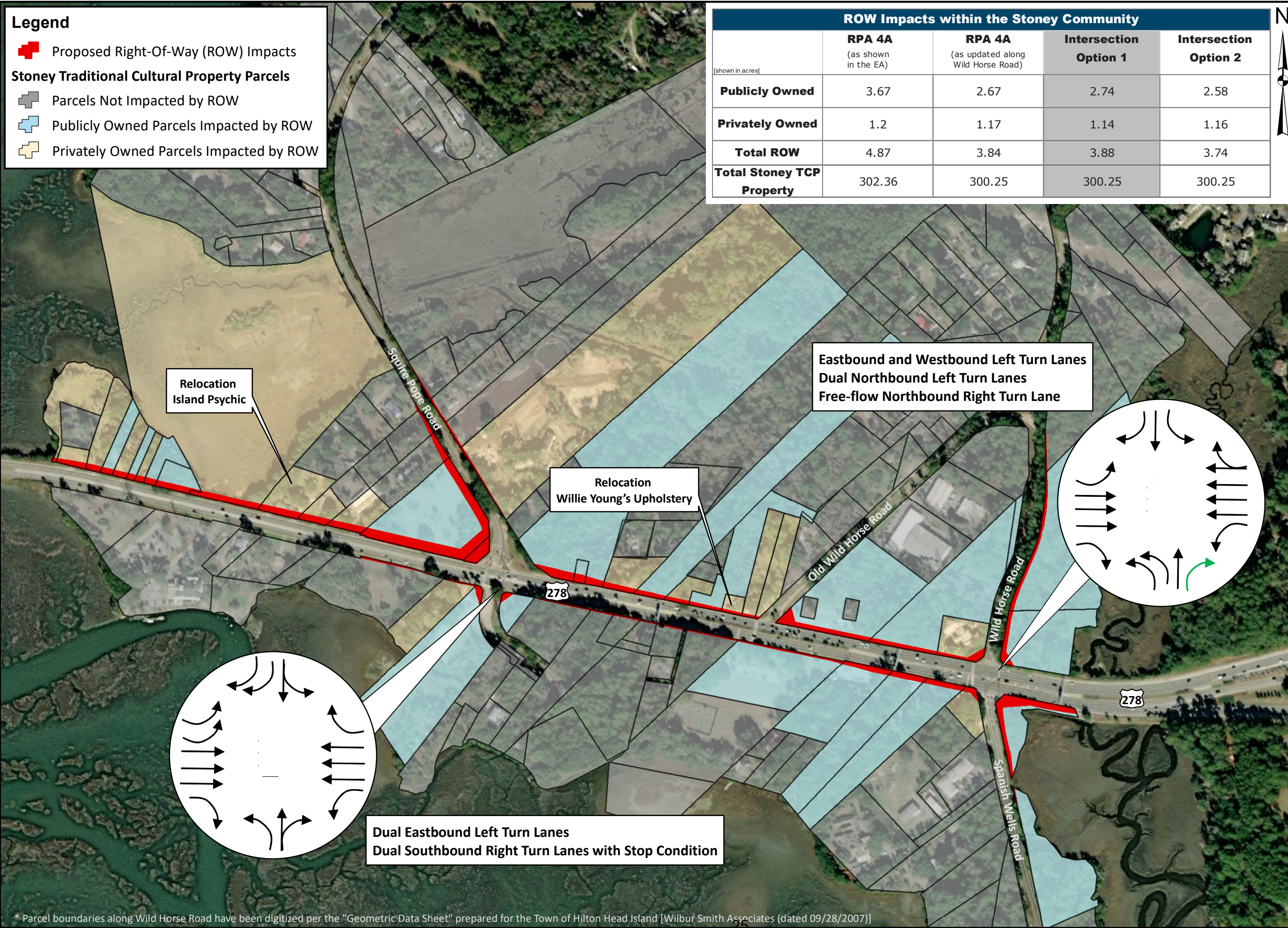
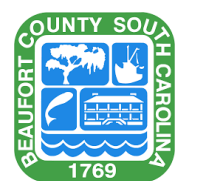
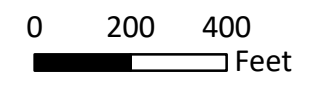
**ROW Impacts within Stoney**

**Publicly Owned  
Property: 2.74 ac**

**Privately Owned  
Property: 1.14 ac**

**Total Property: 3.88 ac**

**Stoney TCP  
Property: 300.25 ac**



\* Parcel boundaries along Wild Horse Road have been digitized per the "Geometric Data Sheet" prepared for the Town of Hilton Head Island [Wilbur Smith Associates (dated 09/28/2007)]



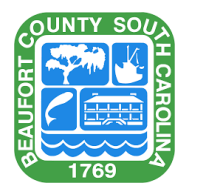
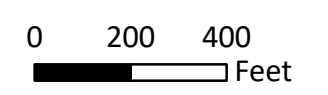
**Proposed Right-of-Way Impacts Within the Stoney Traditional Cultural Property Boundary**

**Recommended Preferred Alternative 4A Intersection Option 2**

**01/27/2022**

**ROW Impacts within Stoney**

Publicly Owned Property:	2.58 ac
Privately Owned Property:	1.16 ac
<b>Total Property:</b>	<b>3.74 ac</b>
<b>Stoney TCP Property:</b>	<b>300.25 ac</b>



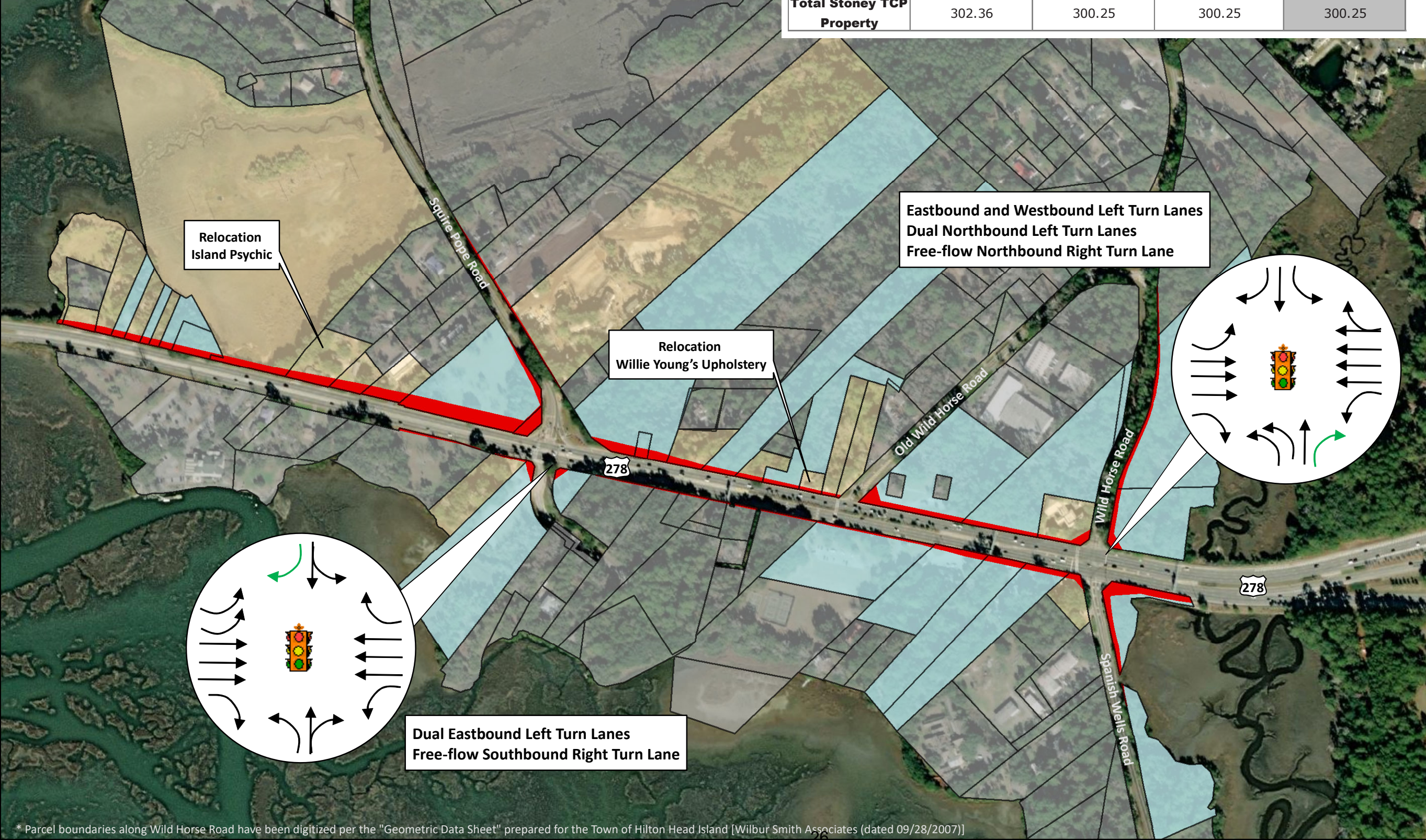
ROW Impacts within the Stoney Community				
	RPA 4A (as shown in the EA)	RPA 4A (as updated along Wild Horse Road)	Intersection Option 1	Intersection Option 2
<small>(shown in acres)</small>				
<b>Publicly Owned</b>	3.67	2.67	2.74	2.58
<b>Privately Owned</b>	1.2	1.17	1.14	1.16
<b>Total ROW</b>	4.87	3.84	3.88	3.74
<b>Total Stoney TCP Property</b>	302.36	300.25	300.25	300.25

**Legend**

- Proposed Right-Of-Way (ROW) Impacts

**Stoney Traditional Cultural Property Parcels**

- Parcels Not Impacted by ROW
- Publicly Owned Parcels Impacted by ROW
- Privately Owned Parcels Impacted by ROW



\* Parcel boundaries along Wild Horse Road have been digitized per the "Geometric Data Sheet" prepared for the Town of Hilton Head Island [Wilbur Smith Associates (dated 09/28/2007)]