



# **The Town of Hilton Head Island Planning Commission CIP Committee Meeting**

**March 9, 2020**

**9:00 a.m.**

**Benjamin M. Racusin Council Chambers**

## **AGENDA**

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

- 1. Call to Order**
- 2. Freedom of Information Act Compliance**  
Public notification of this meeting has been published, posted, and distributed in compliance with the Freedom of Information Act and the Town of Hilton Head Island requirements.
- 3. Committee Business**
- 4. Unfinished Business**
- 5. New Business**
  - FY 2021 Initial Draft Proposed Priority Projects
- 6. Adjournment**

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

memo

**TO: Planning Commission CIP Committee**  
**FROM: Scott Liggett**  
**DATE: February 27, 2020**  
**SUBJECT: Fiscal Year 2021 – Capital Improvements Program, initial draft of priority projects**

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Please find attached, the initial draft of proposed priority projects for fiscal year 2021. The list reflects projects within six (6) categories – Pathways, Roadway Improvements, Park Development, Existing Facilities and Infrastructure, New Facilities and Beach Management.

In developing this recommendation, Staff specifically reviewed the adopted Initiative Area Plans (funding by Tax Increment Financing), the adopted “Circle to Circle” Plan, the initial draft of the 2020 Parks and Recreation Masterplan, the adopted Venue Committee recommendations, the Capital Needs Assessment Plan (excerpt attached) and other adopted policies and directives of Town Council. Links to the above documents are provided below.

I draw your attention specifically to the following new projects or those that are recommended to be accelerated (shown as highlighted on the attachment) and will be prepared to discuss the same at our March 9 meeting:

**Pathways**

Crosswalk Lighting – William Hilton Parkway / Northridge-Palmetto Parkway Area

**Roadway Improvements**

Main Street Rehabilitation (predicated on public dedication)

Wm Hilton Parkway/Automobile Place Intersection Modification

Arrow Road @ Palmetto Bay Road - Add Right Turn Lane at the approach

Wm. Hilton Parkway Turn Lane Extensions/Curb and Gutter (Wilborn EB/WB, Pembroke, Mathews EB)

**Park Development**

Chaplin Linear Park – (final/revised concept determination, design and permitting)

Mid-Island Tract Park – master planning and concept development

Chaplin Park Renovation – master planning and concept development

Crossings Park Renovation – master planning and concept development

**Existing Facilities**

Arts Campus Renovation – concept development and facility master planning

**Beach Renourishment**

2025 Island-wide Beach Renourishment – (borrow site design – bathymetric survey and vibracoring)

**Town of Hilton Head Island Adopted Plans webpage:**  
<https://www.hiltonheadislandsc.gov/publications/plans.cfm>

**Circle to Circle Vision Plan – Final Report:**  
[https://www.hiltonheadislandsc.gov/boards/dissolveddetails.cfm?  
BoardID=CTCAD](https://www.hiltonheadislandsc.gov/boards/dissolveddetails.cfm?BoardID=CTCAD)

**Tax Increment Financing (TIF) webpage:**  
<https://hiltonheadislandsc.gov/departments/commdev/tif.cfm>

**Hilton Head Island Cultural Facilities Needs Assessment:**  
<https://hiltonheadislandsc.gov/projects/referendum/about.cfm>

**Parks & Recreation Draft Master Plan:**  
[https://hiltonheadislandsc.gov/government/mtgcalendar/index.cfm?  
action=edit&meetingid=5037&viewas=43874](https://hiltonheadislandsc.gov/government/mtgcalendar/index.cfm?action=edit&meetingid=5037&viewas=43874)

**Reports & Studies**  
<https://www.hiltonheadislandsc.gov/publications/reports.cfm>

## Fiscal Year 2021 – Initial Draft Proposed Priority Projects

### Pathways

1. Crosswalk lighting at unsignalized locations – Wm. Hilton Parkway/Palmetto Parkway Area
2. Pathways Accessibility and Safety Enhancement Projects
3. Main Street (Whooping Crane Way to Wilborn Road) – (survey and concept development)
4. US 278- B (William Hilton Parkway) Arrow Road to Village at Wexford
5. US 278 – B (William Hilton Parkway) Shelter Cove Lane to Mathews Drive-north - (design, construction)
6. Shelter Cove Lane - William Hilton Parkway to Shelter Cove Park (survey and concept development)
7. Boggy Gut Pathway – Connecting Woodhaven Drive to Office Park Road (survey and design)
8. Lagoon Road Pathway (survey and design)

### Roadway Improvements

1. Main Street Rehabilitation (predicated on public dedication)
2. Wm. Hilton Parkway/Gumtree Road mast arm traffic signal installation
3. Wm Hilton Parkway/Automobile Place Intersection Modification
4. Arrow Road @ Palmetto Bay Road - Add Right Turn Lane at the approach
5. Wm. Hilton Parkway Turn Lane Extensions / Curb and Gutter (Wilborn EB/WB, Pembroke, Mathews EB)

### Park Development

1. Chaplin Linear Park – (final/revised concept determination, design and permitting)
2. Mid Island Tract Park – master planning and concept development
3. Chaplin Park Renovation – master planning and concept development
4. Crossings Park Renovation – master planning and concept development
5. Park Upgrades (Picnic Shelter at Barker Field Ext, Jarvis Park Playground – poured in place surface)
6. Taylor Family Property Park
7. Patterson Family Property Park
8. Island Recreation Association - capital requests

### Existing Facilities & Infrastructure

1. Town Hall Building Council Chamber Remodeling including security at entrance
2. Arts Campus Renovation –facility master planning and concept development

### New Facilities

1. Fire Hydrant Expansion Projects – recurring project, coordinated by F/R with HHPSD

### Beach Maintenance

1. Beach Management and Monitoring – (survey, data collection)
2. 2025 Island-wide Beach Renourishment – (borrow site design – bathymetric survey and vibracoring)

## Town of Hilton Head Island Capital Needs Assessment Program (CNAP)

The CNAP is referenced in the Town’s Comprehensive Plan as the way to keep an inventory and status of projects recommended by various Town plans or initiatives. The Comprehensive Plan states, “Staff has assembled a list of suggested capital projects from the Comprehensive Plan and other studies made throughout the past several years, and assembled them into a Capital Needs Assessment Program (CNAP). This list includes improvements to roads, pathways, public facilities, traffic management, pedestrian crossings, parks, drainage, and beach maintenance. As other studies are conducted, the CNAP expands to include new suggestions. Later, each suggestion is analyzed for feasibility and cost, and the CNAP is revised based on the findings of the analysis. The CNAP will serve as a basis for developing the Capital Improvement Program as well as the development of funding options such as impact fees.”

	Type	Name	Abbr.	Adopted	Amendments & Revisions
1	Beach & NR	Beach Management Plan		06/1991	1992; 1995; 1998; 2001; 2009; 2011; 2017
2	Beach & NR	Broad Creek Management Plan		09/2002	
3	Beach & NR	Hilton Head Island Green Blueprint		04/2015	
4	Beach & NR	Port Royal Erosion Study			
5	Infrastructure	HHI Technology Action Plan		12/2014	
6	Infrastructure	HHPSD Master Plan			
7	Infrastructure	Island-Wide Drainage Study		08/1995	
8	Infrastructure	Town Sewer Policy			
9	Parks & Public Fac.	HHI Airport Master Plan			
10	Parks & Public Fac.	Recreation Element of the Comprehensive Plan		2005	2017
11	Parks & Public Fac.	Space Needs Studies for the Town of HHI and subsequent evaluations		2006	
12	Public Safety	Beaufort County Hazard Mitigation Plan		09/2016	
13	Public Safety	Fire & Rescue Master Plan (Appendix to Comprehensive Plan)	FR 1998	11/1998	
14	Public Safety	2004 Fire & Rescue Master Plan	FR 2004	04/2005	
15	Public Safety	2013 Fire & Rescue Strategic Plan (2013 to 2022)	FR 2013	03/2013	
16	Specific Area	Bridge to Beach Advisory Report for Redevelopment	B2B	05/2002	
17	Specific Area	Chaplin Initiative Area Plan		04/2002	
18	Specific Area	Circle to Circle Final Report	C2C	July 2016	
19	Specific Area	Coligny Conceptual Plan			
20	Specific Area	Honey Horn Conceptual Plan			
21	Specific Area	Jenkins Island Conceptual Plan			
22	Specific Area	Stoney Initiative Area Plan		03/2003	
23	Specific Area	Ward One Master Land Use Plan		1999	
24	Traffic & Trans.	Transportation Plan		2000	
25	Traffic & Trans.	Annual Traffic Monitoring and Evaluation Report		2001	2002-2018
26	Traffic & Trans.	Traffic Study of Wm Hilton Pkwy and Burkes Beach Rd		2001	
27	Traffic & Trans.	Engineering Study of Intersection of Arrow Rd with Dunnagan’s Alley		2001	
28	Traffic & Trans.	Evaluation of the Feasibility of Constructing Roundabouts at Three Intersections on HHI		2001	
29	Traffic & Trans.	Engineering Study of the Intersection of Wm Hilton Pkwy with Jib Sail Ct and Circle K Convenience Store		2002	
30	Traffic & Trans.	Evaluation of Pedestrian Safety, Pedestrian Crossing Treatments,		2002	

## Town of Hilton Head Island Capital Needs Assessment Program

		and Intersection Lighting			
31	Traffic & Trans.	Evaluation of Future Traffic Demand Pertinent to the Justification for Traffic Signal Control in the Burke's Beach /Singleton Beach Community		2002	
32	Traffic & Trans.	Long Range Traffic Study	LRTS	2002	
33	Traffic & Trans.	2040 LATS Long Range Transportation Plan	LATS	12/2015	

Abbreviation	Category
PW	Pathways
R	Roadway Improvements
PK	Park Development
E	Existing Facilities and Infrastructure
N	New Facilities and Infrastructure
S	Sewer
SW	Stormwater
B	Beach Maintenance

## Town of Hilton Head Island Capital Needs Assessment Program

PROJECT DESCRIPTION	COMPLETED	FUNDED	PROGRAMMED	NOT PROGRAMMED	SOURCE	NOTES
<b>PATHWAYS (PW)</b>						
<b>PW01</b>	<b>Rehabilitate Existing Multi-use Pathways</b>		X			Ongoing
<b>PW02</b>	<b>Archer Rd</b>				X	BB2 Redevelopment Plan
<b>PW03</b>	<b>Singleton Beach Rd Phase II</b> Chaplin Park to Collier Beach Park				X	Transportation Plan 2000
<b>PW04</b>	<b>Jonesville Rd</b> Jonesville Rd connecting to Spanish Wells Rd				X	Transportation Plan 2000
<b>PW05</b>	<b>Wm. Hilton Parkway (Sea Pines Circle to old Welcome Center (Stoney))</b> On southern/western side of WHP.				X	Transportation Plan 2000 Stoney Redevelopment Plan BB2 Redevelopment Plan Chaplin Redevelopment Plan
<b>PW06</b>	<b>WHP</b> Gumtree Rd to Squire Pope Rd				X	Transportation Plan 2000 Stoney Redevelopment Plan
<b>PW07</b>	<b>WHP: Squire Pope Rd to Bridges</b> New multi-use pathway from Squire Pope Rd to Jenkins Island (west end of causeway)				X	Transportation Plan 2000 Stoney Redevelopment Plan
<b>PW08</b>	<b>WHP: Jenkins Island to Bridge</b>				X	
<b>PW09</b>	<b>WHP: Bridges to Off Island Bridge Connector</b> New multi-use pathway from Jenkins Island to off-Island destinations.				X	
<b>PW10</b>	<b>Arrow Road</b>				X	
<b>PW11</b>	<b>New Trail between DeAllyon Ave and Office Park Rd</b>				X	C2C Trail Connectivity Recommendation #3
<b>PW12</b>	<b>Lagoon Rd between Pope Ave and Ibis</b>				X	C2C Trail Connectivity Recommendation #4
<b>PW13</b>	<b>Beach Access Signage and Wayfaring</b> A more celebrated approach to signing and describing the beach trail. Make the beach access more visible as bike access, locate signage such as mile markers along the beach, and make the beach access easier to navigate for bikers.				X	C2C Trail Connectivity Recommendation #1

## Town of Hilton Head Island Capital Needs Assessment Program

PROJECT DESCRIPTION	COMPLETED	FUNDED	PROGRAMMED	NOT PROGRAMMED	SOURCE	NOTES	
<b>ROADWAY IMPROVEMENTS (R)</b>							
<b>R01</b>	<b>WHP/ Frontage Roads on Jenkins Island</b>						
<b>R02</b>	<b>Stoney North Rd</b> New road from Wild Horse to Squire Pope Rd				X	Stoney Redevelopment Plan	
<b>R03</b>	<b>Stoney South Rd</b> New road from Spanish Wells to Chamberlin Drive Phase I (Humane Way to Adriana Lane) Phase II (Adriana Lane to Chamberlain)				X	Stoney Redevelopment Plan	
<b>R04</b>	<b>Gumtree Rd and/or Squire Pope Rd Widening</b> Construct 3-4 lanes.				X	Transportation Plan 2000 for Gumtree; LRTS 2002	
<b>R07</b>	<b>Summit Dr Realignment</b>				X	Fire & Rescue	
<b>R08</b>	<b>Coggins Point Rd/WHP</b> a) Add second on-island left turn lane on WHP entering Coggins Point Rd. b) Add off-island right turn lane on WHP to Coggins Point Rd.				X	LRTS 2002	Parts a, b, and c are not programmed. Part d is complete.
<b>R09</b>	<b>Folly Field Rd Widening</b> Construction of additional lanes from William Hilton Parkway to Starfish Drive.				X	Transportation Plan 2000 LRTS 2002	
<b>R10</b>	<b>Fifth St Extension</b> Extend to Driessen Beach park				X	Chaplin Redevelopment Plan	
<b>R11</b>	<b>Queens Folly Rd/WHP</b> Grade separation interchange or lessen traffic volumes on QF with alternative accesses (Traffic Study 2002).				X	Annual Traffic Monitoring and Evaluation Report, 2001 & 2003 LRTS 2002	Grade separation is not recommended. Implemented geometric and signal phasing revisions 2009.
<b>R12</b>	<b>Wexford Drive/WHP</b> Add second left turn lane to Wexford Dr & Shipyard Dr				X	LRTS 2002	
<b>R13</b>	<b>New Orleans Rd/WHP/Village at Wexford</b> a) Channelize the right turn lane from New Orleans Rd and provide an acceleration lane adjacent to the westbound lanes. b) Widen both side street approaches.				X	Annual Traffic Monitoring and Evaluation Report, 2001 LRTS 2002	Part c is complete. Parts a and b are not programmed.
<b>R14</b>	<b>Add Center Turn Lane in New Orleans Rd</b>				X	C2C Roadway Safety & Function Rec. #2 C2C Connectivity Rec. #2	
<b>R15</b>	<b>Arrow Rd/WHP</b> Construct intersection improvements.				X	LRTS 2002 TM&E Report 2004	



## Town of Hilton Head Island Capital Needs Assessment Program

PROJECT DESCRIPTION		COMPLETED	FUNDED	PROGRAMMED	NOT PROGRAMMED	SOURCE	NOTES
R16	<b>Bow Circle/Palmetto Bay Business Park Connector</b> Construction of a new road to connect Palmetto Bay Business Park to Bow Circle.				X	Transportation Plan 2000	Not recommended for implementation at this time.
R17	<b>Pope Ave/Cordillo Pkwy</b> Construct a right turn lane for northbound Pope Avenue. Feasibility of channelizing the southbound right turn onto Cordillo Parkway and construction of an acceleration lane leaving the intersection to the west on Cordillo Parkway must be considered.				X	Annual Traffic Monitoring and Evaluation Report, 2001 LRTS 2002 Transportation Plan	
R18	<b>New Connector Road between DeAllyon Ave, Office Park Rd and Cordillo Pkwy</b> Including Greenwood Drive intersection improvements.				X	C2C Connectivity Rec. #3	
R19	<b>New "Northwest Connector" Road between Palmetto Bay Rd and Greenwood Drive</b> Connect through Island Crossing shopping center.				X	C2C Connectivity Rec. #4	
R20	<b>New Connector Road between New Orleans Rd and Lagoon Rd</b> More or less parallel to Pope Ave.				X	C2C Connectivity Rec. #4	
R21	<b>Sea Pines Circle Median Improvements</b> Build landscaped medians for approaches on Palmetto Bay Rd to Dunnagan's Alley and on Wm Hilton Pkwy to Arrow Road.				X	C2C Roadway Safety & Function Rec. #2 C2C Increase Capacity Rec. #4	
R23	<b>South Forest Beach Rd Improvements</b>				X		
R24	<b>Lagoon Rd Improvements</b>				X	BB1 Redevelopment Plan	
R25	<b>Safety Improvements</b> Chaplin Redevelopment Plan LRTS 2002 Engineering Study of the Intersection of WHP with Jib Sail Court and Circle K Convenience Store, 2002 Recommended Roadway Improvements, 2004					See left for sources	
	a) Northridge Plaza/Pineland Station (Partial median closure - needs TC approval.)				X	Staff Recommendation (Randy Nicolson)	
	b) Palmetto Bay & Dunnagans Alley median closure				X		
	c) WHP/Jenkins Island right turn lane				X		
	d) Pope Ave/Coligny Plaza median closure				X		
R26	<b>New Traffic Signal Mast Arms</b>						
	a) Gumtree Rd/WHP replacement			X		Transportation Plan 2000	
R28	<b>Pedestrian Crosswalks</b> Evaluation of Pedestrian Safety, Pedestrian Crossing					See left for source	

## Town of Hilton Head Island Capital Needs Assessment Program

	PROJECT DESCRIPTION	COMPLETED	FUNDED	PROGRAMMED	NOT PROGRAMMED	SOURCE	NOTES
	Treatments, and Intersection Lighting on HHI, 2002						
	a) Pope Ave at Woodhaven Dr				X		
<b>R29</b>	<b>Pedestrian Refuges</b> Evaluation of Pedestrian Safety, Pedestrian Crossing Treatments, and Intersection Lighting on HHI, 2002 BB1, BB2, Stoney & Chaplin Redevelopment Plans					See left for source	
	a) HH Resort/ US 278				X		Degree of need tied to Chaplin Linear Park plans
	b) North Forest Beach Dr near Avocet Dr				X		There is a crosswalk, but no refuge.
	c) Chaplin neighborhood along US 278				X		Tie to median improvements
	d) Stoney neighborhood along US 278				X		Tie to median improvements
<b>R30</b>	<b>Intersection Lighting (select locations)</b> Evaluation of Pedestrian Safety, Pedestrian Crossing Treatments, and Intersection Lighting on HHI, 2002 BB1 & 2 Redevelopment Plans Stoney Redevelopment Plan Chaplin Redevelopment Plan					See left for source	
	a) Pope Avenue				X		
	b) US 278: Arrow Rd to Sea Pines Circle				X		
	c) US 278: Wild Horse Rd to Spanish Wells Rd				X		
	d) US 278: Queens Folly Rd to Regency Dr				X		
	e) US 278: Beach City Rd to Mathews Dr (N)				X		
<b>R31</b>	<b>General location improvements</b> Annual Traffic Monitoring and Evaluation Report, 2001 BB1 & 2 Redevelopment Plans Stoney Redevelopment Plan Chaplin Redevelopment Plan					See left for source	
	a) Installation of additional signage on approaches to pathway crossings		X			Ongoing effort	Funded through Pathway Rehabilitation
	b) Wayfinding signs, ex: kiosks		X			Ongoing effort	Funded through Directional Neighborhood Signage
<b>R32</b>	<b>Private Dirt Road Acquisition</b>					Town's Private Dirt Road Acquisition Policy	
	a) Aiken Place		X				As of yet unsuccessful, due to lack of owner participation

## Town of Hilton Head Island Capital Needs Assessment Program

PROJECT DESCRIPTION		COMPLETED	FUNDED	PROGRAMMED	NOT PROGRAMMED	SOURCE	NOTES
	b) Alfred Lane		X				As of yet unsuccessful, due to lack of owner participation
	c) Alice Perry Drive		X				Preparing to seek right-of-way from owners
	d) Cobia Court		X				As of yet unsuccessful, due to lack of owner participation
	e) Mitchelville Road		X				Preparing to seek right-of-way from owners
	f) Murray Avenue		X				Preparing to seek right-of-way from owners
	g) Pine Field Road		X				Preparing to seek right-of-way from owners
<b>R35</b>	<b><u>CTC (Beaufort County Transportation Committee) PROJECTS</u></b> Coordinate with CTC for improvement projects on HHI including intersection improvements, road repavings, pedestrian refuges, etc.		X				Ongoing, as needed

PROJECT DESCRIPTION		COMPLETED	FUNDED	PROGRAMMED	NOT PROGRAMMED	SOURCE	NOTES
<b>PARK DEVELOPMENT (PK)</b>							
<b>PK01</b>	<b>Park Upgrades</b> Various improvements to existing parks		X			Ongoing assessments	
<b>PK02</b>	<b>Neighborhood Parks</b>					Comprehensive Plan 2005 Recreation Element	
	a) Driessen Beach Park Expansion				X		
	b) Taylor Memorial Park			X			
	c) Marshland/Spanish Wells Rd				X		
	d) Marshland Road			X			
	e) Central Church				X		

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	f) North Forest Beach				X		
	g) Aranda				X		
	h) South Forest Beach Neighborhood Park				X		
<b>PK03</b>	<b>Community Parks</b>					Comprehensive Plan 2005 Recreation Element	
	a) Coligny Park Expansion Phase II: Landward community park		X				Under construction
	b) Crossings Park Expansion				X		
	c) Yacht Cove				X		Parks and Recreation Commission approved future consideration as special use park on September 8, 2016. See Minutes.
	d) Indigo Run Hotel Site				X		
<b>PK04</b>	<b>Regional Parks</b>					Comprehensive Plan 2005 Recreation Element	
	a) Jenkins Island Park				X		
<b>PK05</b>	<b>Special Purpose Parks</b>					Comprehensive Plan 2005 Recreation Element	
	a) Collier Beach Park				X		
	b) Ford's Shell Ring				X		
	c) Northridge				X		
<b>PK06</b>	<b>Mini Parks</b>					Comprehensive Plan 2005 Recreation Element	
	a) Town Hall Park				X		
<b>PK07</b>	<b>Linear Park</b>						
	a) Chaplin Linear Park			X			
<b>PK08</b>	<b>Chaplin Community Park Boardwalk to Collier Beach Park</b>				X		
<b>PK09</b>	<b>Community Pool</b>				X		

	<b>PROJECT DESCRIPTION</b>	<b>COMPLETED</b>	<b>FUNDED</b>	<b>PROGRAMMED</b>	<b>NOT PROGRAMMED</b>	<b>SOURCE</b>	<b>NOTES</b>
<b>EXISTING FACILITIES AND INFRASTRUCTURE (E)</b>							
<b>E01</b>	<b>Rehabilitation and Renovation of Existing Capital Assets</b>		X				Ongoing

## Town of Hilton Head Island Capital Needs Assessment Program

	PROJECT DESCRIPTION	COMPLETED	FUNDED	PROGRAMMED	NOT PROGRAMMED	SOURCE	NOTES
E02	<b>Town Hall/Municipal Court Renovation</b>		X			Space Needs Studies	
E03	<b>Fire Station Renovations</b>		X				Ongoing
E04	<b>Fire Station 2 Replacement</b>		X				
E05	<b>Signs in existing parks</b> Kiosk, interpretive, directional, special event		X			Staff Initiative	Funded through Park Upgrades
E06	<b>Clean up, maintenance &amp; demo of structures</b>		X				Ongoing
E07	<b>Vehicle &amp; Apparatus replacement/refurbishment</b>						
	a) F&R Apparatus & Vehicles		X				Ongoing
	b) Town Vehicles		X				Ongoing
	c) Island Rec Utility Vehicle		X				Ongoing

	PROJECT DESCRIPTION	COMPLETED	FUNDED	PROGRAMMED	NOT PROGRAMMED	SOURCE	NOTES
<b>BEACH MAINTENANCE (B)</b>							
B01	<b>Beach Access Rehabilitation</b>						
	Enhanced beach access for disabled		X				Ongoing
B02	<b>Beach Management &amp; Monitoring</b>		X				Ongoing
B03	<b>Dunes Refurbishment maintenance</b>		X				Ongoing
B04	<b>Beach Renourishment</b>		X				Ongoing
B05	<b>Groin Maintenance</b>		X				Ongoing