

Town of Port Royal, South Carolina

Council

Samuel E. Murray
Mayor

Mary Beth Heyward
Mayor Pro Tempore

Vernon DeLoach
Tom Klein
Joe Lee



Van Willis
Town Manager

T. Alan Beach
Chief of Police

Jeffrey S. Coppinger
Daniel G. Lemieux
Operations

Linda Bridges
Planning

Minutes Council Workshop Yvonne C. Butler Council Chambers, 700 Paris Avenue

March 5, 2014

Members Present: Mayor Sam Murray and Councilmembers Vernon DeLoach, Mary Beth Heyward, Tom Klein and Joe Lee

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Alan Beach and Municipal Clerk Tanya Payne

I. CALL TO ORDER:

Mayor Murray called the workshop to order at 6:30 pm and welcomed those present.

II. COUNCIL BRIEFING:

Town Manager Willis told Council he was still working to open the Ft. Frederick boat landing and explained several agencies were involved with the opening. He said Beaufort County has funds to open the landing but there was concern about its close proximity to the Ft. Frederick ruins. Mr. Willis stated the landing was owned by DNR and said he was working with them for permission to open the landing.

Town Manager Willis explained that sunken boats at the dock had been pulled onto the hill and would be dismantled and removed from the property. He said issues surrounding the house boat were currently in court and that the owner was working with Judge Grimsley on this matter. Mr. Willis told Council the stormwater boxes at the Battery were clogged with roots and causing drainage problems. He said although this is privately owned property, the Town is working with the owner to get this situation alleviated. Mr. Willis said staff was working with D. R. Horton on a drainage problem in Picket Fences, the Town's portion of the Madrid Avenue pond had been cleared and vandalism at the Cypress Wetlands had been repaired. Mr. Willis explained Bruce Murdy had presented a report on the Branding effort and would be conducting some surveys in the near future. He said he was pleased with their work thus far.

Town Manager Willis told Council an offer by the Santa Elena Association to buy a portion of the port property had been denied but said the NAI website had been updated to make prospective buyers aware that the authority would consider selling the property in three parcels. He said Representative Shannon Erickson had filed legislation in the House to sell the property by a certain date or the property must be auctioned. Mr. Willis said Senator Tom Davis was working to introduce a similar bill in the Senate. He discussed Local Option Sales Tax and said the Town needed to recommend someone to serve on the Capital Projects Committee, renovations at the Police Station were halted due to an issue with a fire wall which is required, said the Ribaut Road Sewer Project is nearing its end and is coming in under budget, the only thing left for the Hillside drainage project is asphaltting the road, signs are being prepared for the Skate Park to allow BMS bike riders to use the park and the Spanish Moss Trail has been bushogged compliments of the county.

Councilmember Klein introduced new Old Village Association officers, Chairperson Nancy Plank, Vice Chair Mikki Rolain and Treasurer Lynn McCartney. Rose Ewing who will also serve on the board was not present.

Ms. Plank told Council the group was starting from scratch to get the organization up and running again. She said the OVA website was being updated, they now have a Facebook page, they have six members who have paid and eight that will be joining in the near future. Ms. Plank said they were seeking members from all areas of the Town. She said they were unsure of their roll in the Soft Shell Crab Festival and asked if the festival hours could be extended. Ms. Plank also asked that festivals be respectful of the businesses by allowing space for customer's access.

Ms. McCartney explained she was working to get the books in order for the organization which was \$7,800 in debt. She said three of the seven debts had been paid off but they still owe a little over \$6,000 dollars. Ms. McCartney told Council she was working with remaining businesses to get the bills paid in a timely manner. She explained they owe nothing to the State of South Carolina due to a phone call she had made and suggested maybe Council could assist with the remaining bills. Ms. McCartney said she was working to regain the group's 501C3 status.

Councilmember Heyward suggested the Parks, Recreation and Tourism be reactivated saying that group could help resolve some of these issues.

III. REVIEW AGENDA FOR THE MARCH 12, 2014 COUNCIL MEETING:

Town Manager Willis told Council the towing ordinance (2014-1) had been revisited and said it now mirrors the county's ordinance.

Town Manager Willis read by title first reading Ordinance 2014-2 adopting a Form Based Code, Ordinance 2014-3 adopting a new zoning map to comply with the Form Based Code, Ordinance 2014-4 moving allowance of chickens in residential zones from Chapter 22, Zoning to Chapter 3, Animals and Ordinance 2014-5 to delete Chapters

15.5, 17.5 and 22 from the Code of Ordinances. Mr. Willis explained these chapters would be replaced by the new Port Royal Code.

Planning Administrator Bridges discussed placement of gas stations in the code and answered Council's questions on this issue. She explained there are now four non-conforming stations and asked for Council's guidance in alleviating two of those situations because of their close proximity of the Town Center. Ms. Bridges explained they would be grandfathered but should they close, they would not be allowed to reopen.

Council gave input on certain areas of the code to include path surfaces, street lighting, golf cart parking and board reviews for every residential house.

IV. IMPORTANT DATES AND INFORMATION:

- A. Thursday, March 6, 2014, 5:30 pm – Design Review Board Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- B. Wednesday, March 12, 2014, 6:30 pm - Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- C. Saturday, March 15, 2014, 8:30 am – Council Retreat, Yvonne C. Butler Council Chambers, 700 Paris Avenue**

Town Manager Willis reviewed the list of important dates and information.

V. ADJOURNMENT:

Councilmember Lee moved to adjourn.

The workshop adjourned at 7:45 pm.

Respectfully submitted,


Tanya L. Payne
Municipal Clerk

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, notification of the workshop was posted on the Town bulletin board two weeks before the workshop date. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours before the workshop.

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Minutes Council Meeting Yvonne C. Butler Council Chambers, 700 Paris Avenue

March 12, 2014

Members Present: Mayor Sam Murray and Councilmembers Vernon DeLoach, Mary Beth Heyward, Joe Lee and Tom Klein

Staff Present: Town Manager Van Willis, Planning Administrator Linda Bridges, Police Chief Alan Beach and Municipal Clerk Tanya Payne

I. PLEDGE OF ALLEGIANCE:

Mayor Murray called the meeting to order at 6:30 pm and led the Pledge of Allegiance.

II. INVOCATION:

Councilmember DeLoach offered the invocation.

III. APPROVAL OF MINUTES:

- A. Minutes from the Form Base Code Workshop of February 6, 2014
- B. Minutes from the Public Hearing of February 6, 2014
- C. Minutes from the Council Workshop of February 6, 2013
- D. Minutes from the Regular Council Meeting of February 12, 2014

Councilmember Heyward moved to adopt the minutes from the Form Based Code Workshop of February 6, 2014, The Public Hearing of February 6, 2014, the Council Workshop of February 6, 2014 and The Regular Council Meeting of February 12, 2014. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

IV. COUNCIL BRIEFING:

Town Manager Willis told Council Representative Shannon Erickson had submitted legislation into the House to sell the port property within a certain amount of time or the property would be auctioned off.

Town Manager Willis asked Council for points of contact to be used by Rawl Murdy in a survey concerning the branding effort.

V. PUBLIC COMMENTS:

At this time, the Mayor will recognize members of the audience who have submitted speaker forms to address the Council on agenda items. Each speaker will be limited to two minutes

Dean Morrisy updated Council on the Millennium development. He expressed concerns about the impact the new code would have on property at Richmond Avenue and Ribaut Road which had been planned for a gas station or convenience store. He said the new code would not allow this type of new businesses. Mr. Morrisy asked if this one acre site might be made exempt from the new zoning under the code.

Planning Administrator Bridges agreed the proposed T5 zoning would not allow convenience stores or gas stations on that parcel.

VI. PROCLAMATIONS:

A. Disabilities Awareness Month – Ann Wirz and Mikel Swinton

Mayor Murray read a proclamation proclaiming March as Disabilities Awareness Month in the Town and presented it to Ann Wirz.

Ms. Wirz told those present the Disabilities and Special Needs Department were very proud of their new, state-of-the-art facility located in Port Royal and thanked Port Royal for its participation and support in the disabilities program. She introduced client Trey Gatch and staff member Dawn Gatch.

VII. SECOND READING:

A. Ordinance 2014-1. An ordinance establishing provisions for wrecker service operation and storage fees associated with towing within the town limits of the Town of Port Royal, South Carolina

Town Manager Willis read Ordinance 2014-1 by title and explained the ordinance and fee structure mirrors those of the county.

Chief Beach said there had been some instances where wrecker services were charging very high cost for service. He said this ordinance would set rates which would be allowed in the Town and that these rates were the same as the county rates.

Councilmember Heyward moved to adopt Ordinance 2014-1 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

VIII. FIRST READING:

A. Ordinance 2014-2. An ordinance adopting a Form Based Zoning Code known as The Port Royal Code of the Town of Port Royal, South Carolina

Town Manager Willis read Ordinance 2014-2 by title and explained a citizen's review committee has worked diligently for several months to preparing the code to suite the Town's needs. He said the code had been reviewed and recommended by the Metro Planning Commission.

Planning Administrator Bridges said two items, unified zoning at Liberty Point and fuel sales and convenience stores were still in question. She explained staff would like guidance as to how Council wished to handle the items.

Council and staff discussed different ideas on these issues. It was decided to convene a meeting of the Citizen's Review Committee for more discussion on the gas station issue.

Councilmember Heyward moved to adopt first reading of Ordinance 2014-2 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

B. Ordinance 2014-3. An ordinance to replace the Town of Port Royal official zoning map dated February 12, 2014 and signed by Mayor Samuel E. Murray with a new zoning map which correlates with the newly adopted Form Based Code known as The Port Royal Code of the Town of Port Royal, South Carolina

Town Manager Willis read Ordinance 2014-3 by title and explained this ordinance is needed so the zoning map would conform to the Port Royal Code. He showed the map and said the passage of this ordinance would hinge on whether or not the new code is adopted.

Councilmember Lee moved to adopt first reading of Ordinance 2014-3 and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

C. Ordinance 2014-4. An ordinance amending Chapter 22, "Zoning" to remove allowance of chickens within residential zones as a dwelling accessory and amending Chapter 3, "Animals" to include allowance of chickens within residential zones as a dwelling accessory

Town Manager Willis read Ordinance 2014-4 by title and explained this ordinance would remove the section to allow chickens from the Zoning chapter of the Town Code and place it in the Animals Chapter.

Councilmember Klein moved to adopt first reading of Ordinance 2014-4 and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

D. Ordinance 2014-5. An ordinance to delete Chapter 15.5, "Overlay Districts", Chapter 17.5, "Subdivision Regulations", and Chapter 22, "Zoning" in their entirety from the code of ordinances of the Town of Port Royal, South Carolina

Town Manager Willis read Ordinance 2014-5 by title and explained this ordinance would remove Overlay Districts, Subdivision Regulations and Zoning from the Town Code. He explained this action would be necessary should the Port Royal Code be adopted.

Councilmember Heyward moved to adopt first reading of Ordinance 2014-5 and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

IX. COUNCIL'S ACTION:

A. Appointment:

1. Historic Preservation Commission – appoint one

Councilmember Lee moved to reappoint Ervena Faulkner to the Historic Preservation Commission and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

2. Redevelopment Commission – appoint one

Councilmember Lee moved to reappoint Al Legare to the Redevelopment Commission and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

3. Design Review Board

Councilmember Lee moved to hold this appointment until next month and Councilmember Klein seconded the motion.

The motion carried by unanimous vote.

4. Recommendation for appointment to Capital Projects Committee

Councilmember Heyward moved to appoint Scott Graber to represent the town on the Capital Projects Committee and Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

X. IMPORTANT INFORMATION AND DATES:

- A. Monday, March 17, 2014 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- B. Wednesday, April 2, 2014, 6:30 – Public Hearing, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- C. Wednesday, April 2, 2014, immediately following the scheduled Public Hearing – Council Workshop Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- D. Wednesday, April 3, 2014, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- E. Wednesday, April 12, 2014, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- F. Saturday, April 19, 2014, 12 noon until 6:00 pm – Soft Shell Crab Festival, Paris Avenue**
- G. Monday, April 21, 2014, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**

Town Manager Willis reviewed the list of important dates and information.

XI. COUNCIL'S COMMENTS:

Councilmember Lee asked if both the Capital Projects and Local Option Sales Tax referendums were the ballot, which should the Town support? He also suggested that a special meeting be scheduled at the Council Retreat agenda on Saturday to pass a resolution in support of the Local Option Sales Tax.

Councilmember Lee asked how the new ACUIZ would affect the Town.

Town Manager Willis said some areas of the Town were within the boundaries of new zone.

XII. PUBLIC COMMENTS:

At this time, the Mayor will recognize members of the audience who have submitted speaker forms to address the Council on non-agenda items. Each speaker will be limited to two minutes.

Reed Armstrong, Coastal Conservation League, commended the Town and Planning Administrator Bridges on the process and hard work done preparing the new Form Based Code.

Rose Bennett asked if the Town would be maintaining the property adjacent to the John Parker Park.

Town Manager Willis said the Town would most likely maintain the property and said a fence would be placed at that property.

Sammy Smalls discussed Capital Improvements and suggested that bike trails be added when roads in the Town are repaved.

XIII. ADJOURNMENTL

Councilmember Heyward moved to adjourn.

The meeting adjourned at 7:37 pm.

Respectfully submitted,


Tanya L. Payne
Municipal Clerk

Regular Council Meeting
March 12, 2014

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, notification of the meeting was posted on the Town bulletin board two weeks before the meeting. A copy of the agenda was given to the Local news media and posted at the meeting location twenty-four hours prior to the meeting.

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