

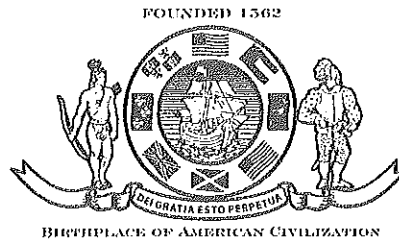
Town of Port Royal, South Carolina

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 Form Based Code Workshop Yvonne C. Butler Council Chambers, 700 Paris Avenue

February 6, 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. CALL TO ORDER:

Mayor Pro Temp Heyward called the workshop to order at 5:40 pm and welcomed those present.

Town Manager Willis told those present that Consultant Brian Herman was on skype and would be available for comment.

II. FORM BASED CODE REVIEW AND DISCUSSION:

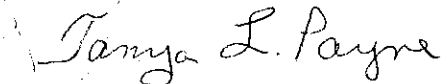
Planning Administrator Bridges gave a brief history of the Form Based Code for the Beaufort area and explained how it was developed. She explained that *OPTICOS* had been contracted by the county, city and town in 2011 to prepare the code. Ms. Bridges reminded everyone that charettes had been held to receive public input on the code at that time. She showed a zoning map which had been prepared of all three entities that showed the zoning layout. Ms. Bridges further explained that a six member citizen's board along with herself and consultant Brian Herman had reviewed the town's version of the code and tweaked it to suit the needs of the town. She then gave a synopsis of each section of the code.

Council asked questions concerning the code, made suggestions and thanked the board members for their hard work. Council asked that an ordinance to adopt the code be placed on the March 2014 Council Meeting agenda for first reading if maps were ready at that time.

III. ADJOURNMENT:

The workshop adjourned at 6:40 pm.

Respectfully submitted,



Tanya L Payne
Municipal Clerk

In accordance with South Carolina State Law, 1976, Section 30-4-80(d), as amended, notification of the workshop was posted on the town bulletin board two weeks prior to the meeting. A copy of the agenda was given to the local news media and posted at the meeting location.

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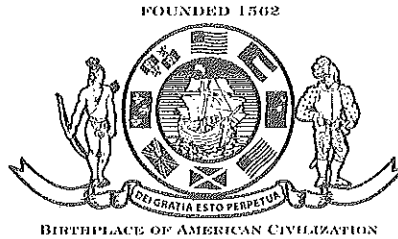
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Minutes Public Hearing Yvonne C. Butler Council Chambers, 700 Paris Avenue

February 6, 2013

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. CALL TO ORDER:

Mayor Murray called the Public Hearing to order at 6:40 pm.

II. PURPOSE:

- 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 this ordinance would standardize towing and wrecker service fees within the town. He said the ordinance, requested by Chief Beach, would prevent potential gouging of prices charged within the town for these services.

Chief Beach said this ordinance is very similar to the Beaufort County ordinance.

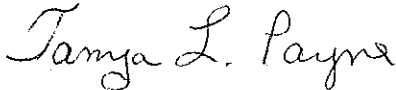
III. COMMENTS:

There were no further comments.

IV. ADJOURNMENT:

There being no further comments, the hearing closed at 6:46 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 Public Hearing was noticed in the local news paper and posted on the town bulletin board fifteen days prior to the hearing. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours before the hearing.

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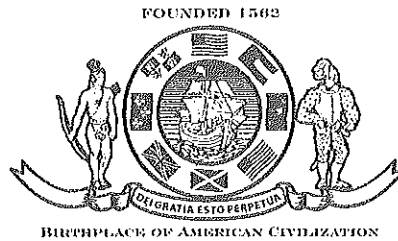
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Minutes Council Workshop Yvonne C. Butler Council Chambers, 700 Paris Avenue

February 6, 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. CALL TO ORDER:

Mayor Murray called the workshop to order at 6:46 pm.

II. COUNCIL BRIEFING:

Town Manager Willis told Council the shrimp season was bad this year therefore, no shrimp was coming across the dock. He said the swordfish boats were having a good year and were using the docks. Mr. Willis said he was considering putting out a bid for someone to run the seafood market. He also said they would be removing the two sunken boats from the docks and told council the sunken house boat situation was currently in court.

Town Manager Willis also discussed the Town's already established mooring field, storm water in Duck Blinds and landscaping at the Madrid Avenue pond. He said some vandalism had occurred at the Cypress Wetlands to include signs stolen, eight to ten panels kicked out, and damage to a display box. He discussed the three branding charettes and said findings from those charettes should be available in about three weeks, an offer has been made on the two concrete buildings at the port and they were awaiting word from the Port's Authority on the possible sale. Mr. Willis said there is also interest in another part of the property. He discussed the proposed local option sales tax and said this would be the best option for the town. Mr. Willis said renovation work on the Police Station has begun, the demolition permit has been issued for the Parker's

gas station and that some trees would be cut at that site. Mr. Willis said the Ribaut Road sewer project was underway, the only thing left to do at Hillside Court is laying the asphalt and he felt the best solution for the skateboard park was to schedule a time for bikers to use the park.

Council discussed the skate park issue and decided to allow bikers to use the park on Saturdays and Sundays during the hours of 2:00 pm until 4:00 pm on a six month trial basis.

III. REVIEW AGENDA FOR THE FEBRUARY 12, 2014 COUNCIL MEETING

Town Manager Willis reviewed the agenda for the February 12, 2014 meeting. He read Ordinance 2014-1 by title and explained this ordinance was discussed at the preceding public hearing.

Town Manager Willis told Council they would be asked to choose a date for the upcoming retreat at next week's meeting. He also asked for topics they would like to discuss at the retreat.

IV. IMPORTANT DATES AND INFORMATION:

A. Wednesday, February 12, 2014, 6:30 pm - Council Meeting, Yvonne C. Butler Council Chambers, 700 Paris Avenue

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

Councilmember Lee said plans were underway for upcoming Soft Shell Crab Festival. He explained the Old Village Association was no longer heading up that event. Councilmember Lee told them the Old Village Association has been reorganized and that new officers were elected for the organization. He also congratulated Councilmember Klein on his recent graduation from the Municipal Association's *Elected Officials Institute*.

Councilmember Klein asked about the connector of the new trail to Appleton Road and about progress on opening the Fort Frederick boat landing.

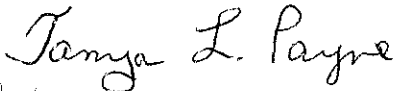
Town Manager Willis said he would speak with Dean Moss, the Town's representative on the Spanish Moss Trail Board about the trail connector. He explained the County was working with the Department of Natural Resources concerning the Fort Frederick boat landing.

Mayor Murray discussed a class he had attended concerning ways used by gang members to mark their "territory".

V. ADJOURNMENT:

The workshop adjourned at 7:15 pm.

Respectfully Submitted,



Tanya L. Payne
Municipal Clerk

In accordance with South Carolina State Law, notification of the workshop was posted on the bulletin board two weeks before the workshop. A copy of the agenda was given to the local news media and posted at the meeting location twenty-four hours prior the workshop.

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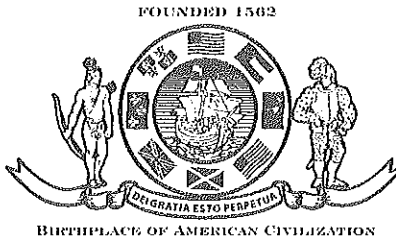
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Minutes Regular Council Meeting Yvonne C. Butler Council Chambers, 700 Paris Avenue

February 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 and Police Chief Alan Beach

Staff Absent: Tanya Payne, Municipal Clerk (due to winter storm)

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 Public Hearing of January 8, 2014
- B. Minutes from the Regular Council Meeting of January 8, 2014

Councilmember Heyward moved to adopt the minutes from the Public Hearing January 8, 2014 and the Regular Council Meeting of January 8, 2014. Councilmember Lee seconded the motion.

The motion carried by unanimous vote.

IV. COUNCIL BRIEFING:

Town Manager Willis told Council renovation work had begun on the Police Station, construction of the Parkers gas station would begin soon and JOCO is working to repair damage caused by vandalism at the Cypress Wetlands. He said information gleaned from the branding charrettes was being compiled and would be ready for review in a few weeks.

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:

There were no comments at this time.

VI. SECOND READINGS:

- 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 it was taken from the county's ordinance.

Chief Beach explained the ordinance had been derived from the county ordinance along with the fee schedule. There was some interaction between Chief Beach and audience members concerning the proposed fees. Chief Beach explained this ordinance was prepared to avoid price gouging.

Councilmember Heyward moved to change the Town's wrecker fees to the same as the county fees. Councilmember Lee seconded the motion.

Some wrecker drivers from the audience told Council because tows in the town usually involve pulling vehicles from the water, they are more costly.

Councilmembers Heyward and Lee withdrew their previous motion and second.

Town Manager Willis suggested that the ordinance be tabled until staff could review the State Highway Departments regulations on special tows.

Councilmember Lee moved to table the ordinance until next month and Councilmember Heyward seconded the motion.

The motion carried by unanimous vote.

VII. COUNCIL'S ACTION:

A. Appointment:

- 1. Design Review Board – appoint one**

No action was taken on this item.

- 2. Select date for Council Retreat:**

Council decided the 2014 retreat would be held on March 8th at 8:30 am.

VIII. IMPORTANT INFORMATION AND DATES:

- A. Monday, February 17, 2014 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**
- B. Wednesday, March 5, 2014, immediately following the scheduled Public Hearing – Council Workshop Yvonne C. Butler Council Chambers, 700 Paris Avenue**
- C. Wednesday, March 6, 2014, 5:30 pm – Design Review Board Meeting, Town Hall, 700 Paris Avenue**
- D. Wednesday, March 12, 2014, 6:30 pm – Council Meeting, Yvonne C. Butler Council Chambers**
- E. Monday, March 17, 2014, 5:30 pm – Metro Planning Commission, Beaufort City Hall, 1911 Boundary Street**

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

IX. COUNCIL'S COMMENTS:

There were no comments at this time.

X. 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.

There were no comments at this time.

XI. ADJOURNMENT:

Councilmember Heyward moved to adjourn the meeting.

The meeting adjourned at 6:50 pm.

Council Meeting
February 12, 2014

Respectfully submitted,



Tanya L. Payne
Municipal Clerk

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