



**Council**

Joe DeVito  
*Mayor*

Darryl Owens  
*Mayor Pro Tempore*

Jerry Ashmore  
Mary Beth Heyward  
Kevin Phillips

Van Willis  
*Town Manager*

T. Alan Beach  
*Chief of Police*

Jeffrey S. Coppinger  
*Operations*

Noah Krepps  
*Planning*

**Minutes**

**Council Workshop**

**Port Royal Town Hall, Yvonne C. Butler Council Chambers, 700 Paris Ave**

**October 6, 2022**

**Members Present:** Mayor Joe DeVito, Council Member Kevin Phillips, Council Member Darryl Owens, Council Member Jerry Ashmore

**Members Absent:** Council Member Mary Beth Heyward

**Staff Present:** Town Manager Van Willis, Police Chief Alan Beach, Planning Director Noah Krepps, Town Clerk Natalia Laney

**I. CALL TO ORDER**

Mayor DeVito called the Council Workshop to order at 6:00pm

**II. PRESENTATION**

Ashley Kellahan with the Municipal Association of South Carolina presented council with the Municipal Elected Officials Institute of Government 2022 Honor Roll Award.

**III. COUNCIL BRIEFING**

Planning Director, Noah Krepps briefed council on the following items:

Tree Ordinance Task force is continuing to work on updating the current tree ordinance. Regarding the situation with the trees on the 12<sup>th</sup> street project parties are close to reaching a settlement agreement.

Council Member Ashmore questioned if tree widths were being discussed as part of the current and new ordinance. Mr. Krepps confirmed yes it was being discussed.

Mayor DeVito questioned if mitigation fees and appraisal values were being evaluated and discussed. Mr. Krepps confirmed that yes, they were still a part of the discussions and being worked on by the task force.

Engineered drawings for the Spanish Moss Trail were received from Ward Edwards at the end of last week. They were submitted to SCDOT for approval at the end of September. Approval has not yet been received from SCDOT. The driveway egress ingress at Pender Brothers is one of the items currently under review by SCDOT.

Mr. Krepps asked Mayor DeVito to provide Safe Harbor update. Mayor DeVito attended this month's meeting. No real progress on the neighborhood property. Revised permits have been submitted for the Marina which should be on the fast track of 18 months. Final drafts on the property swaps have been submitted to the attorneys. Lot G, between Fishcamp and Shellring, has activity. Update on the bluff property has been requested for next month. It might be necessary to have an executive session at the November council meeting regarding the property swap.

Mr. Krepps continued to brief on the following:

Ribaut Road Corridor Study steering committee received a draft and has provided their comments. Tripp Muldrow will be presenting the draft to the steering committee and the redevelopment commission on Monday October 17<sup>th</sup> at 4pm. Once final draft is completed, it will be circulated to council.

Jeff Vortich has been added to the codes enforcement department and continues to be very active with issuance of warnings and tickets.

Mr. Krepps along with Director of Administrative services Brooke Plank-Buccola have been evaluating the scope of the sidewalk installation RFP. They have been out in the field measuring the widths and lengths of existing sidewalks. They are attempting to get full connection from cypress wetlands to the sands. Michael Klink is working on a full sidewalk map. Some gaps are being left due to anticipated future development.

Town Manager Willis continued to brief council on the following:

Safe Harbor is addressing issues at the channel. They are seeing some shoaling in at the mouth of the sound. In some sections it is only 11 and 12 feet deep. This creates a significant impact because large ships can only be brought in during the day and high tide. Corp of Engineers is assessing their future maintenance budget and trying to ascertain the importance of maintaining the channel relative to commercial traffic.

County has completed repairs to the boat landing at the Sands Beach. Lowcoast is working on pipe repairs. They have cut off section of elevated pipe, it will then be relined. The work to be completed near the end of October.

The contractor responsible for maintenance of the Duck Blinds Pond and all of Cypress Wetlands has been changed. The new company is out of Summerville. An algae bloom was discovered today, and the new contractor will be in the area in the next few days to address the issue.

An email was received today from the Town attorney regarding derelict boats. We are now able to file necessary motion to remove the two boats. Once they are removed, we can begin repair work to the dock.

Easement to accommodate the Preserve apartments has been secured for the Royal Palms CDBG sewer project. Preconstruction meeting with BJWSA was next step however they have made some slight modifications to plans. Those modifications are being addressed so the project can continue to move forward.

Scope of engineering work has been received for the Paris Ave improvements which includes conceptual drawings. Costs are being evaluated for the entire overhaul of Paris Ave; however, it is a significant cost in the millions of dollars. That is currently beyond the Towns budget so just the first phase is being address. First phase work includes the scope of work related to the grant and stormwater improvements anchor park and drainage on 9<sup>th</sup>, 10<sup>th</sup> and 11<sup>th</sup> street. Mayor DeVito commented that a master plan should be fully designed but only complete Phase 1 at this time so that we have shovel ready projects when funding becomes available. He would also like to see wider sidewalks, so the area is pedestrian friendly. Speed table/pedestrian crossings are also being considered.

The Rural Infrastructure Grant has been submitted for 9<sup>th</sup>, 10<sup>th</sup>, 11<sup>th</sup>, Anchor Park, Madrid Ave, and Paris Ave drainage improvements. They are also evaluating a few other submittals, one being the Casablanca Area, to pull together for another grant.

Megan Grove with SCDOT has been in conversation with the new Public Works Director at the Naval Hospital and Mr. Leffingwell. They will be doing work in the area so the Town maybe able to offset with the new fence line.

#### **IV. COUNCIL INFORMATION**

Mr. Krepps provided information to council regarding the redevelopment commission incentive program. The program is being established for the following purposes: To increase the occupancy of empty and vacant commercial buildings; to encourage greater development density in Port Royal's downtown; to encourage affordable housing; and to support annexation of property into Port Royal's

town limits. Mayor DeVito commented that regarding the annexation incentive it would only apply to those within the growth boundary.

## V. ADJOURNMENT

Mayor DeVito adjourned the workshop at 6:34PM.

Respectfully submitted,



Natalia Laney

Town Clerk

In accordance with South Carolina Code of Laws, 1976, Section 30-4-80 (a)(d)(e), as amended, notification of regular meetings was given at the beginning of the calendar year. A copy of the agenda was posted on the Town Hall's bulletin board and website [www.portroyal.org](http://www.portroyal.org) twenty-four hours prior to the meeting. A copy of the agenda was given to the local news media and requested public on file.

The Town of Port Royal does not discriminate on the basis of disability in the admission to, access to, or operations of programs, services, or activities. Qualified individuals who need accessible communication aids and services or other accommodations to participate in programs and activities are invited to make your needs and preferences known to the 504/ADA coordinator. If at all possible, please give us at least a three to five day advance notice so we can adequately meet your needs. 504/ADA coordinator at 843-986-2245



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**Minutes  
Council Meeting  
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October 6, 2022**

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**Members Absent:** Council Member Mary Beth Heyward

**Staff Present:** Town Manager Van Willis, Police Chief Alan Beach, Planning Director Noah Krepps, Town Clerk Natalia Laney

**I. CALL TO ORDER**

Mayor DeVito called the Council Meeting to order at 6:35pm

**II. PLEDGE OF ALLEGIANCE**

Council Member Ashmore led the Pledge of Allegiance

**III. INVOCATION**

Council Member Owens led the Invocation

A motion was made by Council Member Ashmore to break from the agenda. Council Member Owens seconded the motion. The motion carried a unanimous vote.

Mayor DeVito made comments regarding recent preparations for Hurricane Ian and thanked the citizens and staff for their preparation and cooperation.

Mayor DeVito commented regarding the recent active shooter hoax incident at Beaufort High School. Town of Port Royal Police department was onsite during the incident. Mayor DeVito and on behalf of all of council thanked all of Port Royal Police Department, on their coordinated efforts.

Council Member Owens commented that he was onsite as well. He commended the police department, school district and all first responders on their excellent response.

Council Member Ashmore gave his thanks to law enforcement, first responders, teachers, staff, students as well.

#### **IV. APPROVAL OF MINUTES**

Council Member Owens made the motion to approve the minutes from the Council Workshop of September 7, 2022, and the minutes from the Council Meeting of September 14, 2022. Council Ashmore seconded the motion. There were no deletions, corrections, or additions. The motion carried a unanimous vote.

#### **V. FIRST READING**

**A. Ordinance 2022-12 – An Ordinance amending Chapter 3.5 (Boat and Safety) of the Town of Port Royal Code of Ordinances by repealing and replacing to require a permit for mooring; prohibit mooring within certain distance of public boat landings, bridges, private docks and marinas; prohibit derelict or abandoned vessels; and giving the Port Royal Police Department authority to seize and tow vessels in violation.**

Town Manager, Willis, mentioned that the police department would not be doing the actual towing. It would be contracted.

Mayor DeVito opened the floor to public comment. There was no public comment regarding the first reading.

Council Member Owens made a motion to approve the first reading of ordinance 2022-12. Council Member Ashmore seconded the motion. The motion carried a unanimous vote.

**B. Ordinance 2022-13 – An Ordinance amending the Town of Port Royal Code of Ordinances to add Chapter 17, Article III titled “CONSTRUCTION OF UTILITIES AND OTHER PUBLIC WORKS WITHIN STREET RIGHT-OF-WAY AND EASEMENTS” and other matters relating thereto.**

Mayor DeVito opened the floor to public comment. There was no public comment regarding the first reading.

Council Member Owens made a motion to approve the first reading of ordinance 2022-13. Council Member Ashmore seconded the motion. The motion carried a unanimous vote.

#### **VI. SECOND READING**

**A. Ordinance 2022-9. An Ordinance approving the negotiation, execution, and delivery of intergovernmental agreements by and between Beaufort County, and the Town of Port**

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**Royal regarding the collection and distribution of impact fees for Parks and Recreation, Transportation and Library facilities; and other matters relating thereto.**

District 4 Representative Alice Howard commented at 1408 Paris Ave will become a new Port Royal Public Library.

Council Member Owens made a motion to approve the second reading of ordinance 2022-9. Council Member Ashmore seconded the motion. The motion carried a unanimous vote.

**VII. RESOLUTION**

**A. Resolution 7-2022 – A resolution to adopt the Southern Lowcountry Stormwater Design Manual as a supporting document to the Town of Port Royal Code.**

Council Member Ashmore made a motion to postpone the adoption of resolution 7-2022 to the November Council Meeting. Council Member Owens seconded the motion. The motion carried a unanimous vote.

**VII. COUNCIL ACTION**

**A. Appointments**

**i. Housing Trust**

**ii. Defense Community Partnership Task Force**

Volunteers are needed to fill vacant positions on the Housing Trust Committee and the Defense Community Partnership Task Force. Advertisements will be posted on Town's Newsletter and Websites.

**VIII. IMPORTANT INFORMATION AND DATES**

- A. Tuesday, October 11, 2022 at 6:30 PM, Parks & Recreation Commission meeting at Town Hall
- B. Monday, October 17, 2022 at 5:00 PM, Metro Planning Commission at Beaufort City Hall
- B. Tuesday, October 18, 2022 at 4:30 PM, Redevelopment Commission meeting at Town Hall
- C. Tuesday November 8, 2022, Election Day

Council Member Owens added the following important dates:

Friday, October 7, 2022 at 5:00 PM, Ribbon Cutting at Ace Hardware

Friday, October 7, 2022 & Saturday, October 8, 2022, Beaufort Shrimp Festival

Council Member Phillips thanked all that helped with OctoPRfest. CAPA is starting their annual Ghost Tours all month long. He added the following other important upcoming events:

Saturday, October 15, 2022 Sprenger Healthcare, Fall Festival

Wednesday, October 19, 2022, Candidate Forum at USCB

Friday, October the 28<sup>th</sup>, YMCA Fall Festival 5:30PM – 7:00PM

Halloween is October 31<sup>st</sup>, 2022

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**IX. COUNCIL COMMENTS**

Council Member Owens commented that he attended the ribbon cutting at The Complete Student. He praised them on the wonderful things they are doing at the school.  
Council Member Phillips reiterated praise to all the first responders that assisted at Beaufort High School.

**X. PUBLIC COMMENTS**

Charlie Calvert addressed council regarding the recent reminder of the historical importance of the Oakview Heritage Oak Tree site which was discussed at the last Design Review Meeting.

**XII. ADJOURNMENT**

Council Member Owens made a motion to adjourn the meeting. Council Member Ashmore seconded the motion. The motion carried a unanimous vote. The meeting was adjourned at 6:58pm.

Respectfully Submitted,



Natalia Laney

Town Clerk

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