



**CITY OF BEAUFORT**  
1911 BOUNDARY STREET  
BEAUFORT MUNICIPAL COMPLEX  
BEAUFORT, SOUTH CAROLINA 29902  
(843) 525-7070

**CITY COUNCIL REGULAR MEETING AGENDA**  
**September 13, 2016**

**NOTE: IF YOU HAVE SPECIAL NEEDS DUE TO A PHYSICAL CHALLENGE,  
PLEASE CALL IVETTE BURGESS 525-7070 FOR ADDITIONAL INFORMATION**

**STATEMENT OF MEDIA NOTIFICATION**

"In accordance with South Carolina Code of Laws, 1976, Section 30-4-80(d), as amended, all local media was duly notified of the time, date, place and agenda of this meeting."

**REGULAR MEETING - Council Chambers, 2nd Floor - 7:00 PM**

**I. CALL TO ORDER**

**II. INVOCATION AND PLEDGE OF ALLEGIANCE**

A. Mike McFee, Mayor Pro Tem

**III. PROCLAMATIONS/COMMENDATIONS/RECOGNITIONS**

A. Imagine a Day without Water Resolution

**IV. PUBLIC COMMENT**

**V. PUBLIC HEARING**

A. UDO Amendment Revising Section 7.2.G.4 and Section 11.2 to Add Provisions for LED Changeable Copy Signs in Limited Areas

**VI. MINUTES**

- A. Worksession and Regular Meeting August 9, 2016
- B. Worksession Meeting August 16, 2016
- C. Worksession and Regular Meeting August 23, 2016

**VII. OLD BUSINESS**

- A. Ordinance Revising Section 7.2.G.4 and Section 11.2 of the UDO to Provide for Conditional Permitting of Changeable Copy Signs for Gasoline Prices in Areas of the City West of Parris Island Gateway - 2nd Reading
- B. FY 2017 Budget Amendment - 2nd Reading
- C. Ordinance Establishing an Incentive Reimbursement Grant Program - 2nd Reading

**VIII. NEW BUSINESS**

- A. Resolution Committing Funds to Greenlawn Drive Streetscape
- B. Resolution Committing the City of Beaufort to provide a local match for MASC

Economic Development Grant

- C. Request for Waiver of Noise Ordinance for the Latino-Americano Festival to be held at Waterfront Park Sunday, October 9, 2016
- D. Request from CAPA to host annual Ghost Tours event from October 14-30th in the Downtown Historic District. In addition, requesting 2 free parking spaces in Marina lot during this time.
- E. Request from Beaufort County Veterans Affairs to host annual Veterans Day Parade Friday, November 11, 2016
- F. Request from Main Street Beaufort to allow Food/Beer samples at Freedom Mall during Shrimp Festival 5k run on Saturday, October 1, 2016
- G. Appointment to City Boards and/or Commissions

**IX. REPORTS**

- City Manager's Report
- Mayor Report
- Reports by Council Members

**X. ADJOURN**



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:**  
**AGENDA ITEM**  
**TITLE:** Imagine a Day without Water Resolution  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Managers Office

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Resolution	Backup Material	9/9/2016

## RESOLUTION

Recognizing the *Imagine a Day Without Water* campaign being held September 15, 2016 which is an organized effort to highlight the critical importance of reliable access to clean water in our lives and the investment in infrastructure that is necessary to protect this valuable resource.

**WHEREAS**, the infrastructure that brings water to and from homes and businesses is essential to the quality of life and economic vitality of the City of Beaufort; and

**WHEREAS**, changes in weather patterns are causing epic drought and widespread flooding in regions throughout the United States putting pressure on water systems that are ill-equipped and ill-prepared to manage such extreme events; and

**WHEREAS**, utilities nationwide are grappling with aging infrastructure and lack reliable revenue and funding to maintain systems, let alone upgrade their systems; and

**WHEREAS**, one-fifth of the U.S. economy would grind to a halt without a reliable and clean source of water; and

**WHEREAS**, managing water responsibly is critical to our nation's environmental health and to a high quality of life through economic commerce, power generation, and recreation; and

**WHEREAS**, investing in our drinking water and wastewater systems will secure a bright and prosperous future for generations to come; and

**WHEREAS**, innovation in water conservation and water reuse will drive job growth, economic development, and establish a 21st century paradigm of water management in the United States; and

**WHEREAS**, for every one job created in the water sector, another 3.68 jobs are added in the national economy. And for every \$1 spent on infrastructure improvements, the US generates \$6 in returns; and

**WHEREAS**, different regions face different water challenges, so the solutions to strengthen our drinking water and wastewater systems must be locally driven, but reinvestment in our water must be a national priority; now; therefore, be it

**RESOLVED, BY** City Council of Beaufort, South Carolina, that the City of Beaufort recognizes that water is essential to the quality of life and economic competitiveness and acknowledges the importance of educating the public about the value of water through the *Imagine a Day Without Water* campaign.

**FURTHER RESOLVED**, that the City of Beaufort is dedicated to investing in water and wastewater infrastructure and calls on our federal partners to bring much-needed funding and innovation to protect and restore our critical water infrastructure.

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BILLY KEYSERLING, MAYOR

ATTEST:

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IVETTE BURGESS, CITY CLERK



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/8/2016  
**FROM:** Libby Anderson  
**AGENDA ITEM TITLE:** UDO Amendment Revising Section 7.2.G.4 and Section 11.2 to Add Provisions for LED Changeable Copy Signs in Limited Areas  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** Planning

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**BACKGROUND INFORMATION:**

The City has received an application to revise Section 7.2.G.4 of the Unified Development Ordinance (UDO), "Nonresidential District Signs; Service Station Signs" and Section 11.2, "Defined Terms," to permit LED changeable copy signs in limited areas. The proposed amendment was presented to the Beaufort--Port Royal Metropolitan Planning Commission at their August 15 meeting. A public hearing on the proposed change is scheduled for the September 13 City Council meeting. First reading of the ordinance was held at the August 9 City Council meeting. The ordinance (attached) is ready for second reading by City Council.

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**PLACED ON AGENDA FOR:** *Action*

**REMARKS:**

**ATTACHMENTS:**

Description	Type	Upload Date
UDO public hearing staff report	Cover Memo	9/8/2016

City of Beaufort Department of Planning and Development Services

MEMORANDUM

**TO:** William A. Prokop, City Manager  
**FROM:** Libby Anderson, Planning Director  
**DATE:** September 6, 2016  
**SUBJECT:** Revising Requirements for Gas Station Signage in Highway Commercial Areas

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Gregory M. Parker, Incorporated, has submitted an application (attached) to revise the Unified Development Ordinance (UDO) as it pertains to gas station signage in rural locations. The applicant is constructing a new gas station in the City, on the corner of Trask Parkway and Roseida Road, and would like to be permitted to use LED numerals to display the gas prices on the monument signage. This is currently not permitted in the City's ordinance; gas station price numerals are considered changeable copy signs, and all such signs are required to be changed "manually in the field."

To that end, staff would support a revision to Sections 7.2.G.4, "Signs, Nonresidential District Signs," and Section 11.2, "Defined Terms," that reads as shown below, with highlighted text indicating language to be added:

**4. Service Station Signs**

Gasoline service stations and other establishments selling gasoline shall be permitted additional and/or conditional signs as follows:

- a. One gasoline and/or self-service/full-service sign per pump island. The sign shall have a maximum of 10 square feet in surface area per side, a total aggregate of 20 square feet and shall be secured to each pump island.
- b. Each gasoline pump shall be permitted to display only the brand name or logo of the gasoline and shall not exceed the face of the pump.
- c. The changeable copy signage that displays gasoline prices is permitted to be digital--not changed manually in the field--with the following conditions:
  - i. The parcel on which the signage is located shall be zoned Highway Commercial (HC), and shall be located west of Parris Island Gateway;
  - ii. The ambient light output shall not exceed 0.3 footcandles, as determined by a photometric plan presented at the submission of a sign application; and
  - iii. If a site contains multiple signs with LED numerals, only one sign shall be visible at any given time.

## **11.2 Defined Terms**

**Changeable Copy Sign.** A sign on which message copy is changed manually in the field, through the utilization of attachable letters, numbers, symbols and other similar characters or changeable pictorial panels. For gas station price numerals, see Section 7.2.G.4.c for further details and exceptions.

### **Planning Commission Recommendation**

The Beaufort--Port Royal Metropolitan Planning Commission considered this application at their August 15 meeting. The Commission recommended approval of the proposed amendment on a vote of 3 to 2.

City of Beaufort  
Department of Planning & Development Services  
1911 Boundary Street  
Beaufort, South Carolina 29902  
Phone (843) 525-7011 / Fax (843) 986-5606

Application Fee  
\$400

Revised - August 2010

APPLICATION FOR UNIFIED DEVELOPMENT ORDINANCE AMENDMENT

OFFICE USE ONLY: Application #: \_\_\_\_\_ Date Received: \_\_\_\_\_

Applicant: Gregory M. Parker Inc

Phone #: 912-231-1001 Fax #: 912-231-0030

E-Mail Address: gparker@parkersav.com

Address: 17 W. McDonough St, Savannah GA  
31419

Reference: 3462 Trask Parkway, Beaufort, SC 29906

List sections of Unified Development Ordinance proposed to be changed: \_\_\_\_\_

I AM writing to request that the city of Beaufort  
make a change in their zoning ordinance in rural locations  
that would allow for the use of LED Numerals in gas  
Price signs at convenience stores

Reasons for requesting amendment: most communities across america  
have made this accommodation. We live in a world of  
digital technology. Today with rapidly changing gas prices  
the consumer wins when this is available. we can change  
pumps, POS systems & price signs ~~remotely~~ remotely.

Pursuant to Section 6-29-1145 of the South Carolina Code of Laws, is this tract or parcel restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the activity described in this application: \_\_\_ Yes \_\_\_  No

Applicant signature:  Date: 8/3/16



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:** Ivette Burgess, City Clerk  
**AGENDA ITEM**  
**TITLE:** Worksession and Regular Meeting August 9, 2016  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Minutes	Backup Material	9/9/2016

A work session of the Beaufort City Council was held on August 9, 2016 at 5:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilmen Mike McFee, Stephen Murray, and Phil Cromer, and Bill Prokop, city manager. George O'Kelley was absent.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

### **CALL TO ORDER**

Mayor Keyserling called the work session to order at 5:00 p.m.

### **NEW EMPLOYEE RECOGNITION**

Chief **Matt Clancy** introduced new police department employees: **Jennifer Pennington**, administrative assistant, and **David Shytle**, **Jarvis Lessane**, and **Cody Degner**, patrolmen.

Mr. Prokop said these new hires are replacements for people who are not in the police department anymore.

### **BOARDS AND COMMISSION INTERVIEWS**

Mayor Keyserling said the purpose of this interview was to hear the thoughts of Historic District Review Board (HDRB) "incumbents" who want to stay on the board "about what needs to be done" and how city council can support the board's work.

**Chuck Symes** said he thinks the board is doing better at getting projects through the process more quickly. They are still fighting old "poor impressions" of the board, though. He thinks the board's diversity is great, and the architect's position on the board is "extremely critical." He called **Joel Newman**, who fills that role and is the HDRB chairman, "extremely valuable," and said he is good at "resolving sticky problems."

Planning staff is working on policies and procedures for murals, Mr. Symes said. Also, in the Historic District, who has authority over the city's docks still needs to be clarified. Though docks are "approved elsewhere," he said, maybe the city and/or historic authorities could approve them, if that's possible and/or something they would want to do. It would be helpful if the "boundaries of the Historic District as they relate to water" would be clarified, Mr. Symes feels. Councilman McFee asked if he was saying the Historic District should be expanded into the water. Mr. Symes said, yes, he believes it should be "expanded . . . into the center of the channel."

Mayor Keyserling said in the past buildings – specifically, the DeTreville hotel – were proposed on Lady's Island on the south side of the river, but they were "blocked" because they would have "impeded . . . the historic view." Mr. Symes said it's difficult to protect something like the historic view without policy because it's a "fuzzy" issue. **Maxine Lutz** said the HDRB has authority over what is *attached* to the Historic District that goes into the water. Mayor

Keyserling said that even if the city had an ordinance like the county's, OCRM's authority would always trump the city's.

**Barbara Laurie** said she agreed with Mr. Symes about Mr. Newman's expertise; he reasons with and offers solutions to those applicants who come to the HDRB with their projects. If the project is not amenable to the city's policies, Mr. Newman offers applicants solutions, she said, so they don't have to keep coming back to the HDRB.

Ms. Laurie said her "tone" on the board is "different" because she's a native Beaufortonian, so she has an at-large perspective, specifically concerning the Northwest Quadrant. She said she also is someone who can be a voice for people who may not know about the issues and concerns that are relevant to the city's neighborhoods. Beaufort is changing, Ms. Laurie said, because of people moving into it; it's no longer a "sleepy little" town, so there needs to be good communication to keep it running well. As to the question of how council can assist the HDRB with what it does, she said she doesn't see or hear a lot about council until people are running for reelection, at least in her neighborhood.

Councilman McFee asked if Mr. Symes and Ms. Laurie see "procedural issues that could be improved upon" in the way the board is run. She said the recording of the minutes is good, and it needs to be done well because the minutes are "a living document." She said **Lauren Kelly** is very knowledgeable and "puts forth excellent customer service to those who come in for services."

Mr. Symes said, too, that Ms. Kelly does a great job with the customers and understands the issues. He prefers that, in the new code, the board, rather than staff, would retain the authority to approve new construction projects in the Historic District. The HDRB could delegate that authority to Ms. Kelly, but if she leaves her position, he said, the HDRB would need to "get comfortable" with the person who took her place before being willing to delegate that authority to him or her, but because the board might choose to delegate that authority, Mr. Symes said, if they were able to retain it in the new code, he suggested changing the wording of this aspect of it.

Ms. Laurie said the HDRB doesn't know who the next person in Ms. Kelly's position will be, so the board must make decisions based on the policy that is in place now, not "what will be years from now." This policy that Mr. Symes had referred to is for new construction in the Northwest Quadrant, she said, not elsewhere in the city's Historic District, so all those who will be affected need more information about it.

Councilman Murray said he liked that Ms. Laurie called the applicants to the HDRB "clients" and that Mr. Symes called them "customers." He said council hears few complaints about the job that the HDRB is doing, though there are still "perception issues" based on applicants' experiences with previous boards; he said the current board members are doing a great job at changing that.

Mayor Keyserling said the new code proposes that in the conservation district (the Northwest Quadrant) of the Historic District, new construction would be approved at staff level. **Libby Anderson** said only single-family housing would be subject to staff review, and if staff chooses to, they could have the HDRB review single-family housing. In the other neighborhoods in the Historic District, she said, HDRB review would remain the same in the proposed form-based code.

Mayor Keyserling said it sounds like “the process has changed” since he went through it, which was “quite awhile” ago. In the past, he said, going to the HDRB was a matter of getting “a nod or no nod,” and if an applicant did not receive a nod, (s)he had to figure out what to do next, because the HDRB members didn’t want to make recommendations, but now they do, which makes the process go more quickly, as does having a staff person who can be trusted to make final approval on projects without the applicant having to come back to the board.

Mayor Keyserling said when the Civic Master Plan was passed, Historic Beaufort Foundation “and maybe others wanted us to adopt guidelines for infill in the conservation district.” Council didn’t feel those guidelines “belonged in a vision plan,” but should be written into the form-based code. The HDRB “operate(s) from a number of different documents,” he said, so “is it time to figure out how to tie all those documents together?” Mr. Symes replied that there need to be changes to “preserve some of the good” guidelines, because with others, in the future, only “a multi-millionaire” would be able to use the kinds of materials that are presently required for historic houses.

The Supplement came out in 1996, Mr. Symes said. Ms. Anderson said the new Beaufort Code adds specific infill standards, which “has been a gap” in previous years. The Secretary of the Interior’s standards haven’t changed, and the others work, but the infill standards are where the gap was, she said, and the new code addresses that.

Ms. Laurie said she has some concerns about infill in the conservation district. There has been a lot of effort over the years to help residents do things to keep their homes up to standards, she said, but with new residents moving into infill houses, she’s concerned about the residents who have lived there for generations and who aren’t able to keep their homes in better condition, so they’ll be comparable to the condition of the infill housing. These residents are often elderly and aren’t able to benefit from the infill in their neighborhood, Ms. Laurie said, plus, the infill will mean the property taxes will go up. Several council members told Ms. Laurie that taxes could “potentially” be higher. Ms. Laurie said, “That’s another layer” of burdens “on the people who have been” in the neighborhood for generations.

Councilman McFee said the city wants to create incentives “that help everybody” in the conservation district, not just the new residents/infill properties (e.g., with the Bailey Bill). Ms. Laurie said, “Capital is a problem.” Councilman McFee said they are trying to offer incentives that offer benefits that “go from raw land to existing structures . . . to waive permitting fees” in designated infill areas, for example, “and costs associated with doing minor upgrades and improvements to houses.” He told Ms. Laurie that there would be a “meet and greet” about the

Duke Street project on Thursday at 7 p.m. at the Duke Street substation. They have handed out “about 100 fliers” about this meeting, and advertised it on social media as well. Mr. Prokop said **Deborah Johnson** had visited 40 homes personally to tell the residents about the meeting.

Ms. Johnson is the consultant on infill for the Redevelopment Commission (RDC), Councilman McFee said, and he is the chairman of the Infill and Redevelopment subcommittee for the RDC. He described some of the plans for infill on Duke Street, which he said “will be a model street.”

The HDRB would benefit from seeing the “war room” on the second floor of the 500 Carteret Street building, Councilman McFee said. It will show them what the plans are for infill. Ms. Laurie said she would like to see that. Mayor Keyserling suggested Councilman McFee could make a presentation to the HDRB about the Infill and Redevelopment subcommittee’s efforts. Councilman McFee agreed and said again that seeing the space at 500 Carteret Street would be helpful to the board.

Councilman Murray told Ms. Laurie that at a meeting, a Northwest Quadrant resident had said she wouldn't replace a window in her historic home because the HDRB’s process was “so burdensome” that she preferred to leave it unrepaired. He asked if there was confusion about what is and isn’t required to receive basic permits and what needs only staff approval. Ms. Laurie said she’s on the HDRB and doesn’t know those things. When she needed a new roof, she hired a roofer, but because she’s on the HDRB, she knows that she lives in a district where “things have to be done in a certain way.” But she also knows from living in the community for years that there is a perception among homeowners that they can’t do work on their homes because the HDRB “is going to tell you what colors you have to use, what ‘this’ you have to use, or you can’t do it.” Also, Ms. Laurie said, for older homes, you need to special order materials that will conform (e.g., windows that are “special sizes”), because they are not in stock and won’t be for sale “at Lowe’s.” She said that’s the perception, “so education is always good: When people know more, they can do more.”

Mayor Keyserling thanked Mr. Symes and Ms. Laurie for helping to change the perception of the Historic District Review Board.

### **BEAUFORT COUNTY HAZARD MITIGATION PLAN 2015**

Ms. Anderson said **Lawrence Hollingsworth**, from Lowcountry Council of Governments (LCOG), is the consultant on the hazard mitigation plan and would make a presentation to council about it.

Mr. Hollingsworth said the plan is required every 5 years. This is the second update by the LCOG to the original document. The LCOG planned for a FEMA grant and received a contract from Beaufort County to do the work. Each municipality in the county is responsible for adopting the hazard mitigation plan by resolution, he said. FEMA approved the plan in June, “pending adoption by the county and the municipalities.” So far, Beaufort County and the Town of Port Royal have adopted it.

Mr. Hollingsworth said the mitigation plan is “a chronological record of all of a jurisdiction's mitigation activities,” and it is required for the county and municipalities if they want to apply for two grant opportunities from FEMA. The first is the “hazard mitigation grant program” (HMGP), which makes funds available “after an official disaster declaration,” he said, for use on public or private property. It can be used for “a number of different mitigation activities (e.g., flood-proofing, relocation of structures, or additional planning work). “Funding is set aside at 7.5% of all (federal) funds allocated through individual and public assistance programs,” Mr. Hollingsworth said. 75% of eligible costs are covered by FEMA, and the local match for this grant “can be in-kind.”

Another grant is for pre-disaster mitigation (PDM) funds, Mr. Hollingsworth said, which are nationally competitive and applied for through the state. With these funds, 75% of eligible costs are covered by FEMA, and there's a \$3 million cap. He described the criteria that are considered.

Mr. Prokop said an underwater engineering study was done underneath Waterfront Park, so they know where damage is and what needs to be done to repair it. He asked if this would qualify as a pre-disaster mitigation project. Mr. Hollingsworth said he would consider it one, yes.

Ms. Anderson said the city has an application in and is on a short list for PDM funds to purchase storm shutters for city-owned historic buildings at 302 Carteret Street and the Arsenal. It's a long process, she said, and the city is eligible because of the work the Lowcountry Council of Governments is doing. Councilman Cromer asked if the city's match for this grant could be “in-kind,” and Ms. Anderson said, “It could, but we probably aren't going to be able to use that” in this case, because the city will be “actually purchasing items.” Mr. Hollingsworth said PDM funds are different than those from the HMGP, but up to half of the recipient's contribution could be made with an in-kind match, on certain projects.

Mr. Hollingsworth showed changes that are occurring that affect disaster preparedness, such as population growth and demographic changes. The 2015 hazard mitigation plan paid close attention to technology and how it's used now (i.e., using cell phones and social media to help people be better prepared and informed, data management and storage in the cloud, etc.) Population growth in Beaufort has been moderate (6.22%), but the city's population is aging and is more diverse.

Disaster modeling software has been updated, Mr. Hollingsworth said, and they can map where a hurricane might hit and the amount of damage it might do. They have also reviewed other plans and studies, including looking at comprehensive plans and how they pertain to “resilience (to) natural hazards.”

Mr. Hollingsworth described where information that was analyzed for the 2015 plan was obtained, and the assessments of the various kinds of vulnerabilities and capabilities a community might have, which had all been analyzed. When applying for FEMA funding, the

mitigation goals and objectives are the most important part, he said, and city council had been provided with those for the 2009 and 2015 plans. There are a couple of new goals in the planning process, Mr. Hollingsworth said: to “incorporate the threat of sea-level rise” and to explore the use of social media for public outreach.

Mayor Keyserling said volunteers from the Town of Port Royal and the City of Beaufort had developed a sea-level rise task force that’s been meeting for two years. The group had created a report about what they had found about the points that are most vulnerable to sea-level rise. They want to find funding for pre-engineering, and Mayor Keyserling asked if such a project would qualify for PDM funding. Mr. Hollingsworth said he felt confident it would; that sort of study would work well for funds set aside for planning, he said.

Mr. Hollingsworth said Ms. Anderson and **Rob Carson** had looked at the recommendations made in the 2009 plan, and a tremendous amount of progress has been made, he said. He showed a long list of recommendations that had been made as a result of that report (e.g., cloud storage for centralized information from the City of Beaufort, new drainage projects in the Historic District, the new City of Beaufort building is “hardened,” etc.)

Actions in the 2015 plan include some that were in the 2009 plan that were “carried forward,” for the types of projects that “other municipalities in the area will constantly be working on” (e.g., vulnerable structures, drainage projects, best practices, etc.), Mr. Hollingsworth said. They also looked at 2009 recommendations that “may have been left behind.” No action was taken on them because they weren’t feasible at that time, were too expensive, etc. New recommendations were made for this 2015 plan that continue those 2009 recommendations, he said.

Mr. Hollingsworth highlighted some of the actions in the 2015 hazard mitigation plan: Study sea-level rise and coordination; identify vulnerable structures in the city and create a CIP list for them; develop a program to study poorly drained areas and remedy them; assist private homeowners and business owners with obtaining funding for retrofitting hazard-prone structures, and more.

Ms. Anderson said on October 20, there would be a hazard mitigation workshop to offer property owners in flood-prone areas “a free consultation” with a “certified flood plain manager,” so they could get expert advice on how to “either correct their elevation certificates” or make “minor to substantial improvements to their structure . . . to reduce the flood hazard and . . . reduce their flood insurance burden.”

Mr. Hollingsworth said the intent in “developing the lists of actions” was to be specific enough to offer guidance, but general enough to offer “a number of different projects under one line item.” They didn’t want to paint themselves in a corner with recommendations that were too specific, he said, so they kept them general to allow for flexibility in developing projects “under that umbrella.” Ms. Anderson said, for example, the underwater engineering in Waterfront Park

that Mr. Prokop had asked about funding for might qualify because the goals have been kept “broader” and less specific.

Ms. Anderson said there would be a resolution about the plan brought to council at its next meeting.

### **DISCUSSION: SHARROWS AND SIGNS, SPANISH MOSS TRAIL**

**Joe DeVito**, representing the Friends of the Spanish Moss Trail, said the group’s next goal is “figuring out how to connect the trail” to other areas of the city, town, and county. First, they would like to “create a safe path from the trail to other bike lanes, and to the downtown” area of the city. There is a memorandum of understanding with the SCDOT to get sharrows (i.e., “the ‘share the road’ emblem that goes in the pavement,” which has “3 arrows with a bike in the middle,” Mr. DeVito said). Getting sharrows installed requires an encroachment permit from the DOT. The process for this “gets muddy” at the district level, Mr. DeVito said, so government resolutions and “plans showing they want . . . full-access” for pedestrians are very important to obtaining this permit.

People are using Depot Road, Bay Street, and North Street to get to the Spanish Moss Trail, Mr. DeVito said. To get approval for the encroachment permit, they have to show that the sharrows will connect one bike path or pedestrian path to another, he said, which works with the “bike lanes on the bridge” and bike lanes “going out straight out on Highway 21,” Mr. DeVito said, so the encroachment permit will identify sharrows to connect the Spanish Moss Trail to the bike lanes on the Woods Bridge and out to the islands. The long-term goal is “to get across the McTeer Bridge and down Waddell Road, through Southside Park and back to the trail” by one of the connections there; that will create a full 9-mile loop, he said. The first step is a resolution to support the sharrows’ installation. Council has to sign the encroachment permit.

The Friends of the Spanish Moss Trail will pay for this, Mr. DeVito said; it’s in their budget. Mayor Keyserling said if he were riding from North Street to get to the bridge, he would never go on Bay Street because of the amount of activity, as well as the likelihood that someone would be open a car door without seeing a cyclist approaching. He asked if it wouldn’t make “more sense to go over to Carteret” Street. Mr. DeVito said he personally chooses to ride on Bay Street when there’s less activity, but that street seems to be where the bike activity is. They are open to finding another way, he said, but they do need to say that the sharrows identify a path to the bike lanes; that’s an SCDOT rule. They can only be on roads with a speed limit of 35 MPH or less. In some places, the speed limit is 25 MPH.

Mayor Keyserling asked if they didn’t already have an encroachment permit for sharrows. Mr. DeVito said Mayor Keyserling was referring to an encroachment permit for directional signs to the Spanish Moss Trail and its trailheads; they got a grant and an encroachment permit for that. Mr. DeVito said there was a grant received many years ago for sharrows to be installed on Boundary Street, but he couldn’t find out what had happened with that. That was 5 or 6 years ago, maybe more. There are no sharrows anywhere in Beaufort County at this point, he said. The trail group has been unable to get them approved. There are bike lanes, but not sharrows,

Mr. DeVito said, which are *in* the lane of traffic, where bikes are expected to ride. They're used all over the United States, including in Charleston. The Friends of the Spanish Moss Trail will get resolutions from Beaufort County and the Town of Port Royal, too.

Councilman Murray asked, "How closely are they painted together?" Mr. DeVito said that will be determined by funding, but the sharrows "will be at turns and intersections," and on "longer straight runs," as well as at each side of Ribaut Road at North Street and Bay Street. Also, "as you're leaving downtown," and going back to the Spanish Moss Trail, the sharrows will indicate the split of Bay Street into North and Bay Streets, so riders can choose which road to take back to the trail. Councilman Murray asked if there are directional signs to the trail at the split. Mr. DeVito said there is a Spanish Moss Trail directional sign on Ribaut Road but not at Beaufort Elementary School, where Bay and North Streets split. If they do a directional sign, they would direct people to Depot Road, because there's no parking at the North Street entrance to the trail, which is pedestrian only, Mr. DeVito said. Someone is willing to donate a sidewalk at the end of North Street, he added.

Councilman Cromer said the resolution needs to be changed because it says the City of Beaufort is paying for this, not the Friends of the Spanish Moss Trail. Mr. DeVito said he would change that, and it also needs to say that the bike lane would be connected at the foot of the bridge, which they "just found out."

**Joe McDermott** said people could ride their bikes through Waterfront Park instead of on Bay Street; Mayor Keyserling said people aren't allowed to ride bikes in Waterfront Park. Councilman Murray said it's illegal to ride a bike there or on the sidewalks in the core commercial district.

#### **EXECUTIVE SESSION**

Pursuant to Title 30, Chapter 4, and Section 70 (a) (2) of the South Carolina Code of Law, **Councilman McFee made a motion, seconded by Councilman Murray, to enter into Executive Session for a legal briefing concerning pending litigation. The motion passed unanimously.**

There being no further business to come before council, the work session was adjourned at 6:07 p.m.

A regular meeting of the Beaufort City Council was held on August 9, 2016 at 7:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilmen Mike McFee, Phil Cromer, and Stephen Murray, and Bill Prokop, city manager. George O'Kelley was absent.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

**Councilman McFee made a motion, second by Councilman Cromer, to adjourn the Executive Session. The motion passed unanimously.** Councilman McFee said no action was taken during the session.

### **CALL TO ORDER**

Mayor Keyserling called the regular meeting to order at 7:07 p.m.

### **INVOCATION AND PLEDGE OF ALLEGIANCE**

Councilman McFee led the invocation and the Pledge of Allegiance.

### **MINUTES**

**Councilman McFee made a motion, second by Councilman Murray, to approve the minutes of the work session and regular meeting July 26, 2016.** Councilman McFee said on page 3, the construction company's name is *Low Coast*, not *Low Cost*.

*[On page 8, Councilman Murray's statement, which had a highlighted dash as a placeholder, was uncorrected after checking. It should read, ". . . process is easier, than . . ." – steno.]*

On page 11, Councilman Cromer said "Chowan" Creek, to which Councilman O'Kelley referred when addressing Chuck Newton's statement about a corridor on Lady's Island, should be "Cowen" Creek. *[Mr. Newton's statement – attached to the July 26 minutes – referred to the creek as "Chowan" on the first page – steno.]*

On page 15, in the middle of the page, where the minutes say that Councilman Cromer asked "if the city has liability insurance for this," Councilman Cromer asked that for clarification, the minutes should be changed to show that he had asked **Ivette Burgess** if the city had a "certificate of insurance" from the applicant.

In the final paragraph on page 16, Councilman Cromer said, in the phrase "Councilman Cromer would like council . . . to be more transparent in the future when the city sole-sources," there should be an apostrophe between the "e" and the "s" in the word "sole-sources" to indicate that it's "not more than one." *[Councilman Cromer used "sole-sources" as a verb in this sentence, and it agrees in number with its singular subject ("the city"). Apostrophes are only used with nouns to indicate possession or to form a contraction. – steno.]* **The motion to approve the minutes as amended passed unanimously.**

### **ORDINANCE CREATING THE CULTURAL DISTRICT ADVISORY BOARD**

**Councilman McFee made a motion, second by Councilman Murray, to approve the ordinance on second reading.** Councilman McFee said, at the previous council meeting, council had made an adjustment to the ordinance concerning the requirement that the group report to two

meetings of council per year. The ordinance was to be amended to require a board representative to report to council only once a year, he said. **Councilman McFee withdrew his motion and Councilman Murray his second. Councilman McFee made a motion, seconded by Councilman Murray, to amend Section 1-9033 of the ordinance to read that the board “shall report to city council at least once per year.”** The amended motion passed unanimously.

**REQUEST FOR CO-SPONSORSHIP FOR THE ANNUAL FRIENDS OF THE LIBRARY FALL BOOK SALE AND 12 FREE PARKING SPACES IN THE MARINA LOT**

**Councilman Murray made a motion, second by Councilman McFee, to approve the request for the September 22-25, 2016 event in Waterfront Park.** Councilman McFee questioned the number of free parking spaces requested, which have increased since last year’s event. He was concerned about doubling the number of spaces, and thought the group could use six spaces, as they have in the past. **Neil Lanes**, Friends of the Library, said the group had six spaces the previous year, but he hadn’t realized that when applying. He said six spaces would be fine. **Councilman McFee made a motion to amend the request to six spaces. Councilman Murray seconded the motion to amend, which passed unanimously. The amended motion passed unanimously.**

**AMENDMENT TO UNIFIED DEVELOPMENT ORDINANCE (UDO) PERTAINING TO SIGNS, SECTION 7.2.G.4 AND SECTION 11.2**

**Councilman McFee made a motion, second by Councilman Murray, to approve the amendment on first reading.** Ms. Anderson said **Greg Parker** has applied to the City of Beaufort to revise the UDO as it applies to gas station signs. Parker’s is constructing a gas station at Trask Parkway and Roseida Road. They would like to revise the ordinance to use digital numbers for gas prices on their signs. The Metropolitan Planning Commission will consider this project later this month, she said.

Ms. Anderson showed what would be amended in the ordinance pertaining to “changeable copy signs.” Councilman McFee said this is very specific, and he asked if this would be the only area that would be “rural enough” to qualify for this type of sign, Ms. Anderson said yes. Other new gas stations on Ribaut Road had asked about these kinds of signs when their projects were being developed, and “it was discussed, but the ordinance didn’t permit it,” so they used standard signs.

Councilman Cromer asked if the Town of Port Royal permits these signs. Ms. Anderson said yes. She showed an example of one. Councilman Cromer asked what the opposition is to these digital signs. Ms. Anderson said the signs are too bright and “too highway-oriented.” A previous Design Review Board was opposed to them, but she thinks “context” is important, and in this case, the signs are “quite workable.”

Mayor Keyserling said this is new technology that would be “easier to operate” for changing prices. He didn’t feel the signs at the Parker’s stations in Port Royal were too bright, but “on Boundary” Street or “in town,” signs as bright as those “might be questionable.” Councilman McFee noted that the Parker’s in Shell Point has two of these signs.

Councilman Murray said he had looked at different gas stations' signs around Beaufort, and the Parker's signs "look appropriate" because they are "a nice, brick sign." Some stations that have plastic signs have the numbers peeling off, and the signs themselves aren't nice. He wouldn't want to see an LED output without "regulating foot candles," but he thinks the digital signs look better than "old, cheap plastic things." He is not opposed to allowing their use throughout the city.

Mayor Keyserling said the new Parker's store in Port Royal sets a new standard and uses new technology, so the store workers can change gas prices from inside the store. Ms. Anderson said staff is suggesting that council allow this amendment for the new Parker's station, and they'll see how it works there; the use of this type of sign could be expanded to other areas, if that feels "appropriate."

Councilman Murray asked about precedent for passing something on first reading before it goes to the Metropolitan Planning Commission; Ms. Anderson said it's been done in the past, and this application "came in at the last minute." **The motion passed unanimously.**

**Hunter Hughes**, a Boy Scout who was observing city council, introduced himself.

#### **CITY MANAGER'S REPORT**

Mr. Prokop said the Boundary Street "improvements are taking shape"; a new intersection was opened Sunday night, two weeks early, which will improve traffic flow and public safety "after we get through the first 48 hours." It will cause some disruption to businesses that have been unaffected until now, so the city is working with those businesses to minimize that. Also, Mr. Prokop said, the city has been advised that in the next 2 or 3 weeks, there will be another major Boundary Street change: traffic will "shift to the left side" of the street "from the right side," as work takes place on the duct bank. The public will be notified about this, he said.

The Beaufort Code review is proceeding on schedule, Mr. Prokop said. Ms. Anderson and Ms. Kelly are continuing to hold meetings about it, including with "a team of developers and their legal counsel . . . We're all learning something," he said; Councilman Cromer is among those attending these meetings. Staff will meet next with a group of contactors and neighborhood groups to review the code, then it will go to the Metropolitan Planning Commission, Mr. Prokop said; the code will probably not be done before the end of the year.

Mr. Prokop said he had attended the county's Finance committee meeting with a request for \$87,640 of the county's \$288,800 impact fee from the Walmart development for a traffic study "that would be beneficial to the entire Lady's Island community." The city's share of the impact fee is \$2,800, he said. The committee tabled their decision until their next session. Part of the problem, Mr. Prokop said, was that the Finance committee chairman told him he had read a quote from Mr. Prokop in the *Beaufort Gazette* that the committee "had already agreed to giving this \$87,000, and that it was a done deal." Mr. Prokop told the chairman that he had not told the reporter that the committee had agreed to it, only that he would be going to the

Finance committee meeting.

The Finance committee felt that the traffic that the study would cover is “more of a city problem than a countywide problem,” Mr. Prokop said, so he had explained to them that the study would benefit residential development in the county and would use money from the Walmart impact fee. He said he’d told them, “This was part of the request of the Northern Regional Planning group,” and is being worked on with the involvement of the state, including Representative **Shannon Erickson**, as well as Ms. Anderson and county planning staff. Rep. Erickson was at the Finance committee meeting to explain that this study “is important and affects us all,” Mr. Prokop said.

The Finance committee tabled the matter, Mr. Prokop said, and expressed their feeling that “the impact fees should stay with the county and . . . should be used for road repair and construction,” etc. The committee had “serious questions about whether our request” to use impact fees for a traffic study “is fair,” Mr. Prokop said. Staff would put together more data to present the request again, and would explain in greater detail to the committee what they are asking for and why, he said.

Mayor Keyserling asked if “we’re under (any) obligation to do this study.” The contract with Ward Edwards had been signed, Mr. Prokop said, for the sake of “the timing, to make sure the work was” begun before schools started again. Councilman McFee said when approval of the contract was before council, Councilman Murray had suggested an amendment to make approval contingent on the county agreeing to use impact fees to pay for the study, but council decided against that. Councilman McFee said that he was quoted in the minutes as asking if they would not do the study if there was no funding for it, but the consensus was that it would be done whether funding was obtained from the county or not.

Mayor Keyserling said, “This is a moral breach of trust with us and the county.” There are traffic problems and “inconveniences” on Lady’s Island today that were not “caused by the city.” Walmart, Harris Teeter, and Publix’s move to its new location were not done “because the city asked them to,” but because of the growth on Lady’s Island, and the people on Lady’s Island wanted those things. This is about the safety of people who live in Beaufort County, Mayor Keyserling said, many of whom don’t live in the City of Beaufort. Not funding this study is “a breach of the spirit of the Northern Regional Planning group,” he said. “We collected \$280,000 that we gave to the county . . . (through) an impact fee,” of which “\$2,800 goes to the city; the county gets the difference,” Mayor Keyserling said, “and they say that this is Beaufort’s problem.”

Mr. Prokop said each of the developers in the area (Walmart, Harris Teeter, and Publix) has done its “independent traffic study for (its) own development.” The purpose of this traffic study, he said, was that city and county planning groups felt it was necessary to “step back and try (to) put all of (those studies) together and look at the impact.” Mr. Prokop said, “There’s a problem now,” and the Walmart and Harris Teeter developments “aren’t there yet,” so “it’s all going to get worse.” Also, there are to be 200 more homes built on Lady’s Island, and with 1.5

cars on average per household, there will be “additional traffic, just from the area within 2 miles of (this) major intersection.”

Councilman Murray said there’s “a lot of misinformation out there,” including among members of county council: people don't understand how annexations occur, for example, or “how impact fees should be directed and spent.” He feels a “simple educational process needs to occur” with city council’s colleagues on county council and with “the general citizenry.” It’s believed that “if those parcels weren’t annexed into the city, somehow they wouldn't be developed,” Councilman Murray said, and if they “remain in the county, somehow the county’s development processes would stop or protect development from happening.” On the other hand, there is much conversation about the Oyster Bluff development and how the county’s tree ordinance failed citizens by not preventing the clear-cutting of the site. He agreed with Mayor Keyserling that this should not be “a blame game,” and it is not the city’s, the county’s or DOT’s “fault,” but they should all be working together better on a better plan; however, the majority of their colleagues in the county don’t understand that, Councilman Murray said.

Mr. Prokop said he had explained to the committee that the majority of the property in the strip to be studied is not city property, though the committee members were under the impression that it was, and that the county loses its tax base when the city annexes property, when in fact, the county gets the same amount of taxes before and after an annexation. And they “don’t have to provide the services,” Councilman Cromer added.

### **MAYOR’S REPORT**

Mayor Keyserling said the realtors’ association is having its Frogmore stew cook-off in September, and he wondered if city council wanted to participate.

Mayor Keyserling said he’d received an email from a woman who is building a new house in the Northwest Quadrant and was told that hooking up to water and sewer would cost her more than \$15,000. Mr. DeVito and Mr. Prokop are “going to look at the bigger issue,” Mayor Keyserling said, which is that it costs so much because of the need to cut the street; the sewer runs right down the middle of it. If the city is going to make infill and redevelopment affordable for people, there might be grant money available to move the sewer, so it will be more accessible, he said.

Ms. Anderson said if water and sewer are in front of the site of a new house, the capacity/tap fees are about \$5,000, and the additional \$10,000 this woman has to pay, it sounds like, is because “the sewer wasn’t right there . . . Everyone, citywide, pays this \$5,000 per house,” she said, which is a lot, especially in the Northwest Quadrant, “where we’re really trying to stimulate infill development” on lots that have never been built on before. Each lot “may have a different situation” of where the water and sewer are in relation to it, Ms. Anderson said. This may be a reason that this particular lot under discussion hadn’t been built on before. “We do need to advise folks when they come in for these vacant lots,” she said, to check on the water and sewer so they don’t get these “surprises at the last minute.”

Mayor Keyserling said, “We ought to know, and realtors ought to be disclosing” this cost to their clients. Mr. DeVito had told Mayor Keyserling that for this woman’s lot in the Northwest Quadrant, they “would plot it out . . . decide where everything is, and look at the arrangement (on) Duke Street,” which might be able to be modified. They at least should be able to show people where the sewer is, Mayor Keyserling feels.

Ms. Anderson said when there are lot splits, before the new lot is platted, staff is working to ensure that the developers or the original property owners provide the water and sewer laterals, so the lot will be “ready to go,” and there will be no surprises for the new owners. “With these existing lots of record,” though, she said, “you just don’t know what the utility situation is.”

Mayor Keyserling said the event planned to honor Vietnam veterans would be on Friday; **Donnie Beer** is also organizing the annual ceremony to commemorate 9/11.

### **REPORTS BY COUNCIL**

Councilman McFee said the Infill and Redevelopment subcommittee of the Redevelopment Commission would host a meet and greet event at 7:00 p.m. on Thursday at the Duke Street substation to provide information about the Duke Street infill project

Councilman Murray said the Beaufort County Economic Development Corporation (EDC, aka “the corp”) had voted to release an RFP to hire a facilitator “to help recommend a structure for the corp moving forward.” County staff told the group it should “go to committee to get that done,” while a county councilman told them, “That (has) already been approved” at a February county council meeting, and they could just go to the county administrator for authorization. Councilman Murray “tried reaching out to the county administrator” four times, but did not receive a return call. Later, Councilman Murray heard through a colleague that the county administrator had not called him back because he “didn’t want to talk about economic development; he didn’t agree with that course of action.”

The EDC then planned to go to the Governmental Affairs committee, but the meeting was cancelled, and they were referred to the Finance committee, which is headed by Councilman **Jerry Stewart**. County staff advised calling Councilman Stewart, who, when Councilman Murray spoke with him, said “he would not be voting for that expenditure request without a completed RFP process,” so the EDC board members will meet to finalize the RFP process. There will be a 30-day window to select a facilitator, then they will go back to the county, and he hopes there will be “a responsible bidder . . . within the next 45 days,” so the EDC can move forward with the process of hiring someone.

Mayor Keyserling said he met with a “youth leadership group,” and was looking for some help from an adult volunteer who would like to coordinate 40 students from 10 schools to meet 8 times during the year.

There being no further business to come before council, **Councilman Cromer made a motion to adjourn the meeting. Councilman McFee seconded. The motion passed unanimously,** and the meeting adjourned at 7:50 p.m.



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:** Ivette Burgess, City Clerk  
**AGENDA ITEM**  
**TITLE:** Worksession Meeting August 16,2016  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Minutes	Backup Material	9/9/2016

A work session of Beaufort City Council was held on August 16, 2016 at 5:00 p.m. in the City Hall Planning Conference Room, 1911 Boundary Street. In attendance were Mayor Billy Keyserling and Councilmen Mike McFee, George O’Kelley, Stephen Murray, and Phil Cromer, and Bill Prokop, city manager.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

Mayor Keyserling called the work session to order at 5:00 p.m.

### **BEAUFORT COUNTY LIBRARY STRATEGIC PLANNING PROCESS**

**Deborah Johnson** said she is on the Beaufort County Library System’s Board of Trustees and is the chair of the strategic planning committee. As part of the strategic planning process, 2,800 people took a survey about the library, and “we are now on a listening tour,” she said, where they ask people about the library, which is what they will do with city council today. They have already done this in 2 other municipalities in the county, she said.

**Marilyn Harcharik** asked council questions (in italics) and council responded.

*If Beaufort County had no libraries, what would you put in one that you built?*

- Councilman Murray: It would follow the St. Helena model, offering access to technology and a 3-D lab. There would be more focus on electronic media than on print media.
- Councilman McFee: It would offer the ability to get online to get information.
- Councilmen Cromer and O’Kelley: It would have a South Carolina room that would be the same as in the current Beaufort library for research.
- Councilman O’Kelley: He agreed there should be access to technology, but he said older people prefer the printed page, and people go to the library to read magazines and newspapers, too. Where the library is located is also important.
- Councilman Cromer: Ample parking
- Mayor Keyserling: More accessible hours – evenings and weekends
- Councilman Murray: Meeting space or dedicated office spaces – Ms. Harcharik asked if he meant a study area. Councilman Murray said yes.
- Mr. Prokop: Educational material and programs for areas that don’t have access to those
- Councilman Cromer: A conference room for meetings – He said the one at St. Helena is nice.
- Councilman O’Kelley: Anything that they can do to get children interested early in reading “will bring them back.”

*What role should the library play in the community?*

- Councilman McFee: It is a resource for educators (e.g., historical research).
- Mayor Keyserling: It should be a gathering place that belongs to everybody and is an opportunity for them to engage in the exchange of information.

- Councilman Murray: Libraries are gathering spots; while there's so much information online, the library helps you find the *right* information and brings critical thinking to that process. Also, the library offers technology education (e.g., Wi-Fi, Word, Excel).
- Mr. Prokop: It's good to have a place to go that houses a community's history, so, for example, people who are new to the community can learn that history. Libraries "should be the hardware store of old," he said: a place to go and find out what is going on, and a meeting and community center.
- Councilman O'Kelley: There needs to be an "evolution" of libraries, which are not the only sources of books and information now that there are bookstores like Barnes and Noble and cell phone access. Even some Barnes and Noble stores may close, he said, because people read on Kindles, for example, and many people don't read books in their printed forms anymore.
- Mr. Prokop: They could "offer more than just . . . the hardware of a library," such as coffee and pastries, which would make the library more like a bookstore, where people can read inside of it while having a cup of coffee; he knows of two libraries that did this.

*What could the library do better to serve "your jurisdiction's needs" or to encourage people to use it more?*

- Councilman Murray: The libraries' hours need to be extended beyond regular business hours. Also, there are complaints that parking at the downtown library. The city is responsible for helping to find a solution for that, he said.
- Councilman Cromer: The library's lecture series is important, and the history museum is collaborating with the library to do some of those.

*What will the City of Beaufort need from the library in the next 5 years?*

- Mayor Keyserling: More bike racks, he hopes
- Councilman Murray: "The downtown facility is in need of a facelift," because while it was "a first class facility when it was built, if you go in there now, it feels sort of tired," especially compared to other libraries in the county.
- Councilman O'Kelley: "I don't see that . . . It still looks like a very serviceable building to me."
- Mayor Keyserling: "It still looks like a library, not a piece of art," while "library design has changed."
- Councilman O'Kelley: People should be able to walk to it. The Point, the Old Commons, and the Bluff all are close enough for that. He feels that vehicle access to it could be improved (i.e., the turn-in off on Scott Street).
- Councilman McFee: It needs to keep "pace with technology."

Ms. Harcharik asked Councilman Murray about his "facelift" comment: Did he mean that's needed on the *inside* of the building (e.g., furniture and carpet)? Councilman Murray said yes. Ms. Harcharik agreed: "Pretty much everything in there is about 25 years old."

Mr. Prokop said good communication is needed between the city and the library. One example would be “joint purchasing.” Also, the city can promote the library to city employees if it knows beforehand what is happening at the library. He would like the current communication, which is good, “to improve even further.”

Mayor Keyserling said the “whole spirit of the library community is lifted” because of the hiring of its director, **Ray McBride**, who is doing a lot of outreach and collaboration.

*What are some outdated aspects of the library?*

Mayor Keyserling: “Technology can always be updated, upgraded, and expanded.”

Mr. Prokop: Access

Councilman McFee: Hours

*What are some innovative aspects of the library?*

Councilman Murray: Wi-Fi hotspots, the 3-D lab at Saint Helena

Mr. Prokop: Access to e-books and streaming movies

*What are some essential, core elements of the library?*

Councilman O’Kelley: The Carolina Room for research

Mr. Prokop: The children’s area

Mayor Keyserling: Its customer service

There was a discussion about parking at the Beaufort library. Mr. Prokop said only 4 library employees took Mr. McBride up on an offer of free or discounted parking. Councilman Murray said he hears complaints about paying to park there from the library’s patrons, so he suggested validation or a token program for patrons so it could be free for them.

*Is there anything you consider a poor use of library funds or something you feel it should be spending money on?*

Mr. Prokop: Not using funds for maintenance is not only an issue at the library.

*What is amazing about the library?*

Councilman McFee: Its staff

Councilman Cromer: The Carolina Room

Councilman Murray: Audiobooks

Councilman O’Kelley: The research opportunities there

Councilman McFee: The staff helping patrons to find books (e.g., finding a book at other branches for people all reading the same book for their book club)

*What would you suggest to help the library for planning for future?*

Councilman McFee: Stay in the city

Mr. Prokop asked if tourists come to the library to learn about Beaufort history, or to the St. Helena branch to see the 3-D printer. Is the library “missing an opportunity to showcase what it

has and draw (tourists) in?" he asked. Ms. Johnson said not many tourists come in at the Beaufort branch, but it's downtown, so when they do, they are usually "looking for a little information." Visitors to Beaufort do not often attend programs the library puts on, she said. Hilton Head has a large tourist population that comes in to use their library's printers and for other things. Now that there's more collaboration, there might be more opportunities, Ms. Johnson said.

Councilman McFee asked if there are "reciprocal" library cards or part-time/temporary library cards. The library has a reasonable fee that visitors can pay to use its facilities, Ms. Johnson said, such as the computers and printer. "Seasonal people" come to the "Books Sandwiched In" programs, Ms. Harcharik said, but they're "not tourists wandering" into the library while exploring downtown.

Councilman O'Kelley said, "We take the library for granted. It's there, (and) it's always been there," so this survey is a good way to get people to think more about the library, which "is a good thing, but it's not something you think about a lot." On average, Councilman O'Kelley feels people don't think about it more than a couple times a year. He'll use it for research, and while he used to check out books, he doesn't anymore. There are lending libraries now (e.g., at Harvey's barber shop), and McIntosh Book Shoppe sells used books for \$8, he said.

Mayor Keyserling said within the last 8 years, city council "was ready to vote for a library impact fee." But the master plan for the library was to move the county administrative staff out to Burton Wells, and council asked, "'Why would we be supporting sprawl?' and it went away." He's "ready to revisit that" at some point, Mayor Keyserling said, "because you've sort of got to 'pay to play.'" He doesn't recall the fee being "huge," and he feels Beaufort "should not be the only municipality that doesn't pay an impact fee" for its library, especially since the library is "reaching out and being a partner" to the city. The impact fee pays for the bookmobile, he said, and he asked how the fees are administered.

The fees collected by the county go into a designated fund, Ms. Johnson said, and "technically those fees are supposed to be used in the area" from which they have been collected. For example, the Bluffton branch has "built a lab like the one at St. Helena" with the impact fees they've received, which have always been plentiful because of Sun City's residents. Ms. Johnson said the plan the mayor had referred to for a branch in Burton Wells is still on Beaufort County's CIP (capital improvement plan) list because of the projections about the way Beaufort County is to grow. This strategic plan is important because it looks at "where services need to be provided," she said.

The bookmobile was meant to provide library services to rural areas, but it can't go anywhere that doesn't pay impact fees, because those fees paid for its purchase, Ms. Johnson said. Councilman McFee said the impact fee is \$53 per dwelling for new construction. Mayor Keyserling said that's higher than he thought, but nonetheless, he thinks it's time for a conversation about implementing this fee in Beaufort.

## **CULTURAL ARTS DISTRICT ADVISORY BOARD**

**Bonnie Hargrove** said that the Cultural Arts District advisory board has been “building infrastructure” and meeting informally to determine what they want to do with their current partners. They envision “swapping information” and not duplicating it, she said; it will be “one big, happy family promoting downtown.”

The Humanities Festival was a success, Ms. Hargrove said. The Beaufort Arts Council, Chamber of Commerce, Santa Elena Foundation, Historic Beaufort Foundation, and the Beaufort Museum are the named partners, she said, and representatives of those groups will meet this week with Ms. Johnson “about possibly moving forward with an NEA grant.” They also have approval to work with a consultant on a strategic plan, Ms. Hargrove said. She will have much more information when she comes back from a conference in Columbia.

**Megan Meyer**, Santa Elena Foundation, described the parameters of the cultural arts district: “a big triangle” from USCB’s Center for the Arts to Waterfront Park to Santa Elena. There is “a lot of opportunity within that” area, she said, and it could have a “ripple effect” on parking, mobility, tourism, outreach and awareness, “enhanced curriculum for students,” etc. She feels the city’s collaboration is “awesome.” The meetings will be open and recorded. The structure is coming, Ms. Meyer said.

Mayor Keyserling said 10 years ago, there was no Beaufort History Museum, no Santa Elena Foundation, etc. They have “moved so far in a short amount of time.” The “problem with nonprofits” is that they “mistakenly get . . . competitive . . . because we’re all looking for money.” Instead, he said, they should be collaborative about raising money. For example, “the Humanities Festival surprised me,” Mayor Keyserling said, “with the spirit and the collaboration that was there.”

Mayor Keyserling feels that someone leaving one museum should be directed to another, and this group should “facilitate that kind of collaboration.” There is now a museum pass, **Jaque Wedler**, Historic Beaufort Foundation, said. People pay full price at the Verdier House, for example, and then they get a sticker, so if they go to Beaufort History Museum or to Santa Elena, they get \$1 off of those museum’s admission prices. Councilman McFee said this is reciprocal among the museums.

Mayor Keyserling said council would make the formal appointments to the advisory board at the next city council meeting. Ms. Hargrove said meetings will be on the third Thursday of each month at 3:00 p.m., except in December and July, when they plan not to meet.

There being no further business to come before council, the work session was adjourned at 5:50 p.m.



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:** Ivette Burgess, City Clerk  
**AGENDA ITEM**  
**TITLE:** Worksession and Regular Meeting August 23, 2016  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Minutes	Backup Material	9/9/2016

A work session of the Beaufort City Council was held on August 23, 2016 at 5:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilmen Mike McFee, George O'Kelley, Stephen Murray, and Phil Cromer, and Bill Prokop, city manager.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

### **CALL TO ORDER**

Mayor Keyserling called the work session to order at 5:00 p.m.

### **NEW EMPLOYEE RECOGNITION**

Fire Chief **Reece Bertholf** introduced **Ken Meola**, who will work with the codes enforcement division of the fire department.

### **TOURISM DEVELOPMENT ADVISORY COMMITTEE (TDAC)**

Mayor Keyserling said that council has discussed making TDAC “more transparent” and “more aggressive.” The relationship with the Chamber of Commerce, the city’s designated marketing organization (DMO) has been made more transparent as well, he said, and the DMO now helps other organizations to promote themselves through group regional ads, for example.

Applicants for the open positions on TDAC are **Kate McClintic**, **Mintha Williams**, and **Jonathan Sullivan**.

**Susan Sauer** and **Vimal Desai** are current TDAC members. Mr. Desai said that there need to be “better checks and balances” in the process, so applicants are prepared before appearing before the committee, for example. He suggested that applicants should know what the procedures are for their invoices for reimbursement, and TDAC members should know how money that was awarded was used in the previous year’s grant cycle. **Kathy Todd** said there is a checklist for ATAX applicants so they’ll know what to include in their applications. Incomplete applications could be the responsibility of staff, Mayor Keyserling said, who could ensure that applications are completed fully.

There was a discussion of the committee’s process the previous year, and about deadlines and scheduling for this year. The current TDAC members and those “cycling off” were also discussed.

Mayor Keyserling said last year there was “a misunderstanding about the city . . . choosing to use – within the statute – some ATAX dollars for some of the expenses associated with visitors.” The amount of ATAX funds the city has budgeted is in this year’s city budget, and the city will again be applying to TDAC, “as does any other applicant,” he said. The city had not budgeted ATAX funds before 2015 but “chose to . . . (because of) the growing need for law enforcement and security and the addition of the Spanish Moss Trail,” Mayor Keyserling said. Applicants for positions on TDAC and TDAC members “should look at our budget, so there are no surprises,”

he said, which “doesn’t mean you will agree to it, because you don’t have to agree, but you are advisory.”

Councilman Murray said that when TDAC “vet(s) projects” that receive ATAX funding, council “would like you to look for things that align with the vision and the goals of the DMO.”

Councilman McFee said he would like to see the ATAX money being “leveraged” with projects that involve both the public and private sectors (e.g., creating a marketing package with events in “different van tours that happen . . . in Beaufort”). This maximizes the ATAX money spent on paid advertisements, he said. TDAC members should also be aware of “duplication of services,” Councilman Murray said.

Councilman O’Kelley suggested looking at the ATAX “process from a year or two back” for the applicants to TDAC this year to see how much money an organization requested, for example, what they wanted to do with it, and what they did with what they were awarded, if anything.

Ms. Sauer said she would like TDAC to meet before the day when applicants appear before TDAC. This would give everyone on the committee the opportunity to be more prepared than she felt she was able to be last year, when she received the applications the night before the 10-12 hours of presentations and deliberations. The first experience she and Mr. Desai had on TDAC was on the day of presentations, and no one on the committee “was sure how much money (in) total we were looking at” to distribute to applicants, for example.

Councilman O’Kelley said **Ivette Burgess** could provide the committee members with materials from past applications. Mr. Prokop said **Michael Ahern** and Ms. Todd are the staff representatives to TDAC now, and they will meet with the committee and present its members with a spreadsheet of information and “background of what’s expected of you.”

Ms. Todd reiterated that TDAC’s staff contacts are “in the finance department,” and the committee will be presented with a copy of the state law as it relates to ATAX funding and guidelines, a Q&A sheet from the state about “the allowability of various types of activities for those (ATAX) funds,” a history of applications, awards, and reimbursement to organizations, the state ATAX fund budget, and other materials before the presentations by applicants.

Mr. Prokop said the Visitors’ Center had received ATAX money for a new elevator a few years ago, and the city has told the Chamber of Commerce that new windows it needs at the Visitors’ Center “should be a request for ATAX funding” this year.

Councilman Cromer asked, “How do we follow up to make sure that the money (organizations) receive” in TDAC awards “was spent in the most effective way” by the recipients? Ms. Todd said the organizations present receipts for reimbursement. Councilman Cromer said, “A lot of these people are getting advertising money and spending it ‘wherever,’ so what’s the bang for our buck?” Ms. Todd said the groups have to provide some proof of the success of the event for which they applied in the previous year on the report they submit with their reimbursement request, or in their application for the current year. Ms. Ahern explained the information the

applicants who'd received funds the previous year must give (e.g., how many people attended an event for which they were granted ATAX funds) when they apply again; this information is also required on the final reimbursement requests, she said.

**Maxine Lutz**, Historic Beaufort Foundation (HBF), said that she hopes "council makes it very clear what kinds of things are eligible" for ATAX funding, because she said she was told one year that she couldn't apply for ATAX money for an exhibit, while another group did and received funds for it from TDAC. If window repair at the visitor's center is eligible for ATAX funds, she asked, would that be "a legitimate expense" for another organization, too? Councilman McFee said if it was for windows for another city-owned building it would be. Mayor Keyserling said he thought TDAC had given money to HBF for roof repair at the Verdier House.

Councilman McFee said, "The statute is very clear." The organizations that have been awarded ATAX funds have to show that they did what they intended to do with those funds, and TDAC can consider past performance and awards when determining this year's funding.

Ms. Sauer asked if the applicants who are applying to TDAC for funding "get a workshop." Mayor Keyserling said they do not. Councilman McFee said he thought that **Chip Dinkins** had lead such a workshop in the past. Councilman Murray said that a workshop for applicants was a good idea.

The applicants to serve on TDAC told a little about themselves. Ms. Burgess said all of these applicants "meet the criteria for membership" on the committee.

Mayor Keyserling said "a tourism summit" was held a few years ago by the city for "everyone who was marketing Beaufort." That so few of the people working toward the same goal knew one another was "telling," he said, and this is "what now drives the collaboration now," such as the DMO placing regional ads for several groups who are all having events in a given quarter.

Mr. Prokop said the four municipalities in Beaufort County are all working on "historic tourism programs," and that group's minutes or a talk from someone in that group might be good for TDAC members, so the committee could "be aware that information" from this new program. Ms. Sauer said she'd heard about this program and agreed with Mayor Keyserling, based on her professional experience, about the importance of "us all working together and packaging."

### **FOOD TRUCK REGULATIONS**

There are many different regulations and requirements for food trucks, **Amber Bryson** stated. Since she and **Pete Izzillo** began their food truck business in March, they have had fun, but they have also encountered "lots" of "roadblocks." The Town of Port Royal is "by far . . . the most open-armed" to food trucks, Mr. Izzillo said, while other municipalities in Beaufort County say they allow food trucks, but then have different regulations, zonings, requirements, and sometimes multiple permitting processes that make operating a food truck business in the municipalities difficult. For example, on Hilton Head, applying for the necessary permits to operate a food truck costs \$300, Mr. Izzillo said. Those fees are non-refundable, and once

they've been paid, then applicants must wait for up to a month to learn if they are approved or not to operate. Approval is not guaranteed, he said. Their food truck is considered ineligible to operate on Hilton Head, for example, because of its "drive-thru window."

Permission to vend may only be granted "per piece of land per day," Mr. Izzillo continued. The couple has 11 business licenses, pays all required taxes, and rents space from a commissary because DHEC requires that food prep be done in one, not in the truck. The commissary is in Bluffton, where the owner was allowed to open a food truck commissary, but food trucks "can't vend in Bluffton," he said.

**Charles Francis**, Crave Cupcakes, said he and his wife, **Tameka**, have only participated in one event in the four years they have had a food truck. They would like to do more, and have gone to Bluffton, which is also "trying to do something." Most food trucks "don't want to be in the same place every day," Mr. Francis said, and prefer not to compete with brick and mortar businesses.

**Eugene Goddard** said when he and his wife, **Pat**, retired in Beaufort, they brought their food truck business from Tennessee. It is "not accepted here like it is most other places," he said. The Goddards pay for the required licenses and pay the taxes to operate at festivals, but then "they don't give you any place to set up." The process of getting a DHEC license is more stringent than it is for brick and mortar restaurants, Mr. Goddard said. Food trucks offer diverse products, and they are "finally getting accepted on the beaches at Hilton Head" and in Bluffton, he said. They hope that city council will let them operate in Beaufort, too. Mr. Goddard thinks food trucks are a benefit to tourists, and he and Mrs. Goddard "just want a place to work."

**Tony Herndon**, of Joe Loves Lobster Rolls, said, by state law, food trucks don't have to be permitted in Beaufort County if "you do an event (of less than) 3 days." He has 2 food trucks and 3 restaurants, he said. While Mr. Herndon doesn't believe there is any room for food trucks in downtown Beaufort, he would like to have a space to go, and feels "the red tape should be simpler." Food trucks need to have a commissary or restaurant in which to prep their food and store it. Those regulations are important, Mr. Herndon feels, and if food trucks follow those regulations, they should have a space to operate their businesses.

Ms. Bryson said the people who want to serve food from their trucks on weekdays – not just at events – have to have a commissary, and they must return their truck to that commissary every night to store their food. She said she and Mr. Izzillo spent \$75,000 starting their business.

**Libby Anderson** said the City of Beaufort has regulations for "concession stands/mobile vending carts," which include food trucks, and those regulations "are fairly restrictive." The ordinance was put in place before food trucks became popular. They are only allowed on properties that have 4 or more businesses, "not in vacant lots," she said, but "in activity nodes." The new code revamps the food truck ordinance, Ms. Anderson said, "to make it much easier." Under the new code, food trucks could operate on any lot that is zoned commercial, with the property owner's permission. The city would like to look at the site plan and will ask for information about water,

trashcan location, etc., she said.

Councilman O’Kelley said in Washington, DC, food trucks are allowed to operate on public streets. Ms. Anderson said Beaufort’s food truck regulations only allow them to operate on private property, not on publically owned rights-of-way. She said they could put their food trucks at shopping centers (e.g., Jean Ribaut Square) now, as long as they have permission from the property owner, but conducting business in the public right-of-way has not been discussed.

Councilman Murray made a presentation about food trucks, which he said are “a point of personal interest.” He showed the origins of the industry, the costs of starting a food truck business, and current and proposed ordinances for food trucks. The county’s ordinance is confusing, Councilman Murray said, and would be discouraging to someone who wanted to operate a food truck.

No food trucks are allowed anywhere in Bluffton, even on private property, the town manager, **Marc Orlando**, and its mayor, **Lisa Sulka**, told Councilman Murray. Mr. Herndon said, “There are certain spots” where food trucks are allowed, and he was “the first to be permitted 4 years ago.” He pays a \$50 fee to operate for 3 months within a restricted area. Councilman Murray said “a more formal proposal” is being worked on and should go to Bluffton’s town council next month.

Hilton Head allows food trucks, according to its town manager, **Steve Riley**, but the approval process is confusing, Councilman Murray said, so Hilton Head is also working on revisions to its ordinance to allow food trucks on public property, “more as a tool to move folks to different parts of the island for traffic mitigation.”

The Town of Port Royal “has the most liberal policy . . . in the county” for food trucks, Councilman Murray said, which are allowed with payment of a flat-fee “peddlers’ license.” The two designated areas for food trucks are at Sands Beach and the Town Green.

Councilman Murray shared the results of a Facebook survey he’d conducted. Among the reasons for having food trucks, he said, are that they help to “keep younger folks in the city,” offer food diversity, and can bring business to areas like the Bladen Street corridor, where the city wants more business.

Mayor Keyserling said he sees food trucks as a “great way . . . to open up our city” and expand the perception of downtown’s parameters beyond just Bay Street. Councilman Cromer said Rock Hill and Spartanburg have “food truck rodeos.” He noted that the proposed ordinance says, “for public parks, streets, and civic spaces, the administrator may provide (the) authority” to allow food trucks, so they might be able to operate on Beaufort’s streets.

There was a general discussion of next steps. Ms. Anderson said they could change the ordinance for food trucks, instead of waiting for the new code to be approved. Councilman Murray said a lot of cities look at the proximity of food truck locations to brick and mortar

restaurants, some of which do not support having food trucks near their restaurants, but the proposed ordinance doesn't take that into account. He would like to see staff grant food trucks access to some public spaces, such as city-owned property on Bladen Street. Councilman Murray suggested that a committee, perhaps through the Redevelopment Commission, could make proposals for a revised ordinance, which he said he would like to see done "sooner rather than later" (i.e., waiting for the form-based code).

Mr. Prokop said they should look at what Bluffton is doing and attempt to shape Beaufort's ordinance to have as much in common with that municipality's as possible. Mr. Izzillo said that South Carolina's rule about the proximity of the commissary is different than Bluffton's.

Councilman Murray said this matter seems to fall under the purview of the Redevelopment Commission's economic development committee, which he heads up.

### **HOLIDAY ICE SKATING RINK**

**Jason Ruhf**, business development manager at Beaufort Regional Chamber of Commerce, said Amazing Event Rentals is interested in being a partner with Main Street Beaufort on a holiday ice-skating rink in Waterfront Park, under the pavilion. This would be an activity for families to do, Mr. Ruhf said. The rink would be open from Thanksgiving to January 1, and it would bring more business downtown and "add vibrancy to the community."

Councilman Cromer said he thinks it's "an attractive idea," but he has "a lot of concerns." City co-sponsorship would mean that Amazing Event Rentals would get to use the Waterfront Park pavilion for free, and there are liability issues for the city, "even if the vendor has a certificate of insurance, hold-harmless indemnity agreements, and all that." Councilman Cromer would like to know that the South Carolina Insurance Reserve Fund would be okay with the city co-sponsoring this activity in a city park. For the vendor, and maybe for the city, because a fee is being charged to skate, "there's a higher level of care that you have to have," he said, and the "recreational use statute" would not apply, so "one of (the city's) defenses goes away."

Councilman Cromer said this would tie up the pavilion, so other groups that might want to use it would not be able to. He asked if other groups have used the pavilion over the holidays in the past. Ms. Burgess said that's only happened on Founder's Night. Councilman McFee said ice skating wouldn't preclude Founder's Night. Councilman Cromer said Amazing Event Rentals is a for-profit business, so the city would want to make sure it doesn't set any precedents.

There will be a cost to having utilities on while the rink is open, Councilman Cromer said. He asked if a generator would be used. Councilman McFee said the rink does not use real ice; it is made with "a treatment to keep it high-glide," so no electricity is involved. Mayor Keyserling said lights would need to be on while the rink is operating. Councilman Cromer said they would have to have security at the rink "24-7" because he can envision "a few drunks coming out of our entertainment district," and getting hurt on the rink because they are drawn to "this 'attractive nuisance'." Also, skaters would be required to sign waivers, he said, but those aren't "worth the paper they're written on."

Councilman O’Kelley said he agreed with Councilman Cromer that having ice skating in the pavilion would preclude its use by anyone else, so he doesn't like the idea of it being in Waterfront Park. He feels the rink would “make it a Coney Island type of place.” A vendor had once approached council about operating an “exclusive” hot dog cart in Waterfront Park, Councilman O’Kelley said, and council turned him down, as well as rejecting a for-profit merry-go-round in the park. Councilman O’Kelley feels insurance and security are other reasons to oppose this idea: a plaintiff’s attorney would find the city “wide open” to lawsuits because it had provided the space for the rink. The way to get out of that is to lease it,” Councilman Cromer said. Councilman O’Kelley replied, “The way to get out of any liability is not to allow it.”

Councilman McFee said he’s intrigued by the idea of the skating rink, and while they would have to work through liability issues, “effective usage” of Waterfront Park is very low at that time of year. It *is* a civic space, though, so he has some concern about preventing public access to the pavilion for that length of time. Councilman McFee said he’s also uncertain about “being able to guarantee” continued use “over a period of years to support Amazing Event Rentals’ acquisition of the equipment.”

Councilman Murray agreed with the other councilmen’s expressions of concern about security at night; Councilman McFee said if the treatment isn’t applied, “it’s not slippery.” Councilman Murray said he doesn’t know if there would be enough market interest in a skating rink to justify running it for 5-6 weeks. He asked Mr. Ruhf if, instead of committing to “a multi-year contract,” Amazing Event Rentals could rent the equipment, and the city could “do a trial run this year” and “expand it if it’s successful.” If there’s not enough interest, Amazing Event Rentals would not be “on the hook” for a large, multi-year expense.

Councilman Murray said he also is concerned about the proposed sales of drinks and t-shirts, if the goal of the partnership with Amazing Event Rentals is to attract people downtown to patronize businesses there. Other towns offer this, he said, so they can figure out a way to mitigate the liability.

Since there will be a charge to skate, Councilman Murray asked if there is a way to structure the collaboration so that “if it’s very profitable,” a portion of the admission fee comes back to the city for park maintenance or the “Pride of Place” program. Apart from those concerns, he thinks the idea is “really cool,” and he feels that it meets two of council’s goals: attracting people downtown and offering activities for young families. It is also “just what the Chamber and Main Street should be doing,” Councilman Murray said.

Mayor Keyserling said he would echo what had been said by the other councilmen. While he wants to bring traffic downtown, he thinks “we need to protect our authenticity.” Ice skating “doesn’t fit” at Waterfront Park, he feels, though council does want to support more family activities. The original Night on the Town, he said, was more “hometown-y” than it was a street party, which is what he feels it has become. Mayor Keyserling suggested that activities like those Night on the Town has could be “spread out over the holiday period” to bring families

downtown, which would be “more the kind of Beaufort that we want to be.” He said “economic development is what’s going to allow us to be authentic, because that’s the only way people are going to be able to afford to live in Beaufort.” The city needs to “find more enriching kinds of events” than ice skating in Waterfront Park, Mayor Keyserling said, like having church choirs at the pavilion, or other activities that are “real community builders.” This kind of event is not “the Beaufort that I think most people want Beaufort to be,” he said.

Councilman Murray feels council should have a conversation with Main Street Beaufort about bringing “more diverse activities” that will bring families downtown. He disagrees that a skating rink is “not authentic to our hometown.” It would encourage the use of the “underutilized pavilion” and encourage exercise, Councilman Murray said, which the city should support, plus it offers “a unique experience” and a family activity, though some details would need to be worked out about the length of the commitment, liability, security, etc.

Mr. Ruhf said that Amazing Event Rentals would like “to finance the asset over a period of 5 years,” to make it more affordable, so he doesn’t know if they could do it for just one year to see how it goes. Mr. Prokop asked if the rink could be moved around to different city parks in different years, so the city could offer different neighborhoods the opportunity to have it. Mr. Ruhf said that might be a possibility, but he’s “looking at it through the Main Street lens,” with the idea of the rink drawing more business into the downtown area.

Councilman Cromer said he’d be willing to try it this holiday season, but he doesn't like the idea of the city partnering with a for-profit company.

Mayor Keyserling asked **Nan Sutton** if she thought having a skating rink would benefit downtown merchants. Ms. Sutton said **LaNelle Fabian** had brought an artificial snow machine downtown in years past for the Festival of Trees. Ms. Sutton loves “the idea of any downtown event,” though she understands the issue of liability. She would like to see it tried for one holiday season. Mayor Keyserling asked Mr. Ruhf whether Amazing Event Rentals could lease the equipment, and Mr. Ruhf said he’d ask.

Councilman O’Kelley said he could not support this public-private collaboration and doesn’t want ice skating in Waterfront Park. Councilman Murray said this is an “expanded” version of the kinds of public-private partnerships that the city has with its contractors on a regular basis, for example, and a co-sponsorship, which council also does frequently. Councilman O’Kelley said this is not like the city contracting for a service; “this is giving (Amazing Event Rentals) a free city venue.”

Ms. Burgess asked the rink’s capacity because of the relatively small size of the pavilion. Mr. Ruhf said they expect the most people they will have on the ice at one time is 40, but it will probably be more like 32, “for the comfort level.”

Ms. Burgess said she had called Rock Hill and Greenville, which have skating rinks, though theirs are made of ice, not synthetic. The cities lease private property from property owners, and

their revenues from the ice rinks go back into their General Funds. Councilman McFee noted that the rinks in those cities are in their downtown areas.

Chief Bertholf said he goes to Savannah every winter to ice skate, and the rink there “is always packed.”

**Erin Moody** asked how much the skating rink would weigh, and if that would be a problem for the park, given its seawall damage, tendency to develop sinkholes, etc. Councilman McFee said he’s seen “the panel, which has a hard surface,” and he described its weight, which is “not very heavy.”

Ms. Lutz said HBF has photos of people ice skating in the Northwest Quadrant on a pond that existed there before the earthquake of 1886 drained it.

There being no further business to come before council, the work session was adjourned at 6:55 p.m.

A regular meeting of the Beaufort City Council was held on August 23, 2016 at 7:00 p.m. in the Beaufort Municipal Complex, 1901 Boundary Street. In attendance were Mayor Billy Keyserling, Councilmen Mike McFee, George O’Kelley, Phil Cromer, and Stephen Murray, and Bill Prokop, city manager.

In accordance with the South Carolina Code of Laws, 1976, Section 30-4-80(d) as amended, all local media were duly notified of the time, date, place, and agenda of this meeting.

**CALL TO ORDER**

Mayor Keyserling called the regular meeting to order at 7:02 p.m.

**INVOCATION AND PLEDGE OF ALLEGIANCE**

Councilman McFee led the invocation and the Pledge of Allegiance.

**RESOLUTION ADOPTING BEAUFORT COUNTY HAZARD MITIGATION PLAN 2015 UPDATE**

**Councilman McFee made a motion, second by Councilman Murray, to approve the resolution. The motion passed unanimously.**

**REQUEST FROM MAIN STREET BEAUFORT TO SELL/SERVE ALCOHOL IN WATERFRONT PARK AND REQUEST STREET CLOSURE FOR 5K RUN, SHRIMP FESTIVAL 2016**

**Councilman McFee made a motion, second by Councilman Murray, to approve the request for the September 30 and October 1, 2016 event. The motion passed unanimously.**

**REQUEST FOR ALCOHOL OPEN CONTAINER WAIVER FOR FALL ART WALK**

**Councilman McFee made a motion, second by Councilman Murray, to approve the request for the October 29, 2016 event. The motion passed unanimously.**

**STREET CLOSURE REQUEST FROM MAIN STREET BEAUFORT FOR ANNUAL TRICK OR TREAT EVENT DOWNTOWN**

**Councilman McFee made a motion, second by Councilman Cromer, to approve the request for the October 27, 2016 event.** Councilman O’Kelley asked the times the event would run. Ms. Fabian said 4:30 p.m. – 6:00 p.m. Councilman McFee asked if the county puts “this event on the road notification,” because people will pay attention to the flashing lights and divert themselves. **The motion passed unanimously.**

**REQUEST FOR STREET CLOSURE FROM VETERANS RESOURCE CENTER FOR 5K RUN**

**Councilman McFee made a motion, second by Councilman Murray, to approve the request for the October 15, 2016 event.** Police Chief **Matt Clancy** has an issue with the street closure as proposed, which would close down the Cottage Farm subdivision and access to Ribaut Island. This route causes a public safety concern, he said, because when a road is closed for a run, there has to be either foot traffic or vehicular traffic. They would need to ensure that the Cottage Farm residents don’t leave their driveways, and traffic will back up on Allison Road, as people try to get to the neighborhood or to Ribaut Island. The police department’s main concern is ensuring safety: people who don’t know about the race may want to drive out of

their driveways while the race is on, Chief Clancy said, “and then you have a vehicle on a route with runners.”

The police department is proposing an alternate route for the run, Chief Clancy said, which organizers want to start and finish at TCL. The alternate route would start at TCL, then go down to the Spanish Moss Trail and stay on it until “just before Broome Lane,” where runners would turn around and come back. This route is the distance of a 5K, Chief Clancy said, and runners would only need to cross two streets, so it would only require 2 police officers.

Ms. Burgess said Chief Clancy’s proposal hasn’t been made to race organizers yet, and no representative from the Veterans’ Resource Center (VRC) was present at the council meeting.

Councilman McFee said this matter had come up at a Cottage Farm homeowners’ association meeting, and the members didn’t object to the originally proposed route; they “felt like the neighborhood could handle this,” he said.

Mayor Keyserling recommended tabling this request so that it could be discussed further with various parties involved. Chief Clancy said the minimum contract for a police officer is 4 hours, and the original route would require 8 police officers for 4 hours each. Councilman Murray asked how many police officers work the Shrimp Festival 5K run, and Chief Clancy said that requires about 4. The police department’s perspective is that they should have the fewest possible access points where a vehicle could come onto the race course. The alternate route he is proposing is on the trail, which is “made for foot traffic,” and it will be safer and “much lower profile.”

Councilman McFee asked how many runners are expected. Councilman Murray said organizers may not know since it’s the event’s first year, and he would like to support TCL and the VRC. **Councilman Murray made a motion to table the matter, seconded by Councilman McFee. The motion passed unanimously.**

#### **MOTION TO ALLOW THE CITY MANAGER TO COMPLETE THE NATIONAL ENDOWMENT FOR THE ARTS’ “OUR TOWN” GRANT APPLICATION**

**Councilman Murray made a motion, second by Councilman McFee, to allow the completion of the grant application. Deborah Johnson** said a couple months ago, the City of Beaufort “was sanctioned with a cultural district by the South Carolina Arts Commission,” and the advisory board has been established. The group has looked at grants for funds to “promote the cultural district,” and the “Our Town” grant is one that could do that, she said. It’s a “creative place-making” grant, which integrates arts and culture with community development for “community revitalization.” The categories that the advisory board thought were “most appropriate were transportation and economic development,” Ms. Johnson said.

The grant is due September 12, and if it’s funded, the start date would be August 2017, so they should apply now, or they will have to wait another year. Ms. Johnson said projects can range from \$20,000 – \$200,000 with a 50-50 city match.

The recommended project's range is \$50,000 – \$75,000 for “public seating and bike racks” at/or between the anchor sites of the cultural district, Ms. Johnson said. This would create “branding and identity for the cultural district . . . (and) create opportunities for artists,” who would design the seating and bike racks.

A government entity and an arts organization have to be partners on this grant, Ms. Johnson said, so they are looking at the city and the USCB Center for the Arts as key partners, and the other organizations that are part of the cultural district would also be involved. Seating would meet a need in the community as well as in the cultural district, she said. This would require a funding match in the next fiscal year, which is why she is bringing it to city council.

This grant has a 25% return rate (the likelihood of being funded), Ms. Johnson said. Another community had obtained an NEA grant for a seating project, which “was beautifully done.” Councilman Cromer asked if there would “be design guidelines for the seating,” and Ms. Johnson said yes, the cultural district’s advisory board would come up with those, and the South Carolina Arts Commission would be a partner to help ensure “really high-quality artistic excellence” as well as creativity.

Councilman O’Kelley said, “We turned everything down” of the public art that artists proposed for Waterfront Park after its renovation, and he wants to ensure that “we have that capability this time, also.” Ms. Johnson replied, “We can write any kind of guidelines we think are appropriate” for the seating and bike racks. The work would have to be screened by a panel comprised of “whoever you want to include in it to make sure (the work) meets the rigors of our aesthetic” and is “appropriate for our town.” Councilman O’Kelley said, “The historic folks and the downtown folks really raised a furor because some of that stuff (i.e., the proposed public art) quite honestly was ugly and out of place. It was artistic, but it was not Beaufort and not downtown.” Ms. Johnson said HBF is a partner, and the benches she’d mentioned in Boston are “absolutely gorgeous,” so she’s sure “we can foster the same sort of aesthetic here.” **Sue Derrenbacher** expressed “support for what Mr. O’Kelley said.” **The motion passed unanimously.**

#### **RESOLUTION TO RELEASE COMMITTED FUND BALANCE FOR REDEVELOPMENT**

**Councilman Murray made a motion, second by Councilman Cromer, to approve the resolution.** Ms. Todd said on July 11, 2016, council authorized the city manager to enter into an agreement with the Charleston Digital Corridor for the development and management of the Beaufort Digital Corridor. The agreement required a \$150,000 contribution from the city, she said, and this resolution releases committed fund balance for redevelopment, up to a maximum of \$120,000, to be used to meet that obligation. **The motion passed unanimously.**

#### **FY 2017 BUDGET AMENDMENT #1**

**Councilman Murray made a motion, second by Councilman McFee, to approve the amendment on first reading. The motion passed unanimously.**

**REQUEST FOR WAIVER OF NOISE ORDINANCE AND BUSINESS LICENSE FEES FROM  
DRAGONBOAT BEAUFORT**

**Councilman Murray made a motion, second by Councilman McFee, to approve the request for the September 2 and 3, 2016 event. Greg Rawls** said there will be a free concert the night before the dragonboat race. The City of Beaufort is co-sponsoring the event. Event organizers would like the noise ordinance waived before 8 a.m. on Saturday for sound checks, he said, and they would like to sell t-shirts and “other Dragonboat trinkets,” so they are asking to have the \$200 business license fee waived.

**Jodie Miller** said this city umbrella business license fee is for “vendors that don’t have an active City of Beaufort business license to do business in Waterfront Park.” Organizers have submitted 11 vendors, she said, of which 6 hold Beaufort business licenses, and 5 “are from out-of-state or are small enough not to have business licenses.” If council agrees to waive the fee, the money will go back to Dragonboat Beaufort, Ms. Miller said.

Councilman Murray said the umbrella fee is in place because it is necessary for *any* for-profit entity to have a business license. While he supports Dragonboat Beaufort, he said he is “hesitant to set this precedent for \$200.” He is in favor of waiving the noise ordinance, but not of waiving the business license fee. Councilman McFee said he agreed. Councilman Cromer also agreed that waiving the business license fee would set a precedent. Councilman Murray said city businesses are expected to have business licenses, and this waiver would make the playing field uneven. **Councilman McFee made a motion to amend the group’s request to delete the waiving of business license fees; Councilman Murray seconded the motion. The motion to amend the request passed unanimously, and the amended motion passed unanimously.**

**ORDINANCE ESTABLISHING AN INCENTIVE REIMBURSEMENT GRANT PROGRAM**

**Councilman McFee made a motion, second by Councilman Murray, to approve the ordinance on first reading.** Mr. Prokop said this was discussed in a work session, and he wants to alleviate concerns that have been expressed by Lady’s Island residents. The incentive program is “basically aimed at commercial” properties that are on Sea Island Parkway – “from one bridge to the other bridge” – and on Highway 802 from the McTeer Bridge to Miller Drive. Mr. Prokop explained briefly how the grant program works and that it “is *only* addressing Lady’s Island” properties “along the commercial corridors”; “we are not trying to expand into the residential areas.”

There was a discussion about a presentation Mr. Prokop and Mayor Keyserling had made the previous day to the county council’s Finance Committee. Mr. Prokop said they’d made it clear to the county that the city’s interest is in annexing commercial developments into the city that are “along the major commercial route.” Mr. Prokop said the committee had been under the impression that if the city annexed a commercial property that had been in the county, “the county (would lose) everything” it had collected in taxes before the annexation. In fact, Councilman McFee said, “the county receives the very same amount in taxes,” whether a property remains in the county or is annexed into the city.

“There was a lot of misinformation among our county council colleagues” before the presentation, Councilman Murray said, “about how much of the property had actually been annexed from bridge to bridge,” the city’s annexation plans, what impact fees can be used for, etc. After the presentation, “everybody on both sides understands the issue better,” Councilman Murray said, and the Finance Committee unanimously approved the use of county impact fees from the Walmart development for a traffic study on Lady’s Island.

Mayor Keyserling asked, for council’s second reading of the ordinance, that language be included in a “Whereas” about the Northern Regional Plan as it relates to properties that are adjacent and are not adjacent to the city. He told Councilman Murray the Northern Regional Plan was passed in 2008 or 2009.

Councilman Murray said he has not read the plan. Ms. Anderson said it’s available on the city’s website. Mayor Keyserling said the Sea Island Coalition had suggested that the city should “move our growth boundary back in,” so he’d explained that the process also involved the county, the Town of Port Royal, and “the citizens,” so the decision wasn’t his to make.

Councilman Murray said the city had “worked diligently” to clear up misinformation that “development along the commercial corridor” of Lady’s Island “was happening because of city annexations.” He said city council knows that “residential growth . . . drives commercial” growth, and “the overall issue” is the county’s to deal with; it must “get a handle on planning” because there will be “several thousand more residential units . . . built in the near-term” on Lady’s Island.

Councilman Murray said the city and council should be careful about “saying we only want commercial growth . . . because in the regional plan, in our growth boundary, (there are) areas for regional growth, for residential growth.” He thinks the city should accept residential applicants for annexation because “it plays into our efficient service delivery.” Mr. Prokop said the ordinance states “residential or commercial *in that corridor* is what we’re after.” Councilman Murray said he feels the city needs to be clear with residential property owners that if a residential annexation closes a donut hole, “we would certainly accept them.”

Councilman Murray said when staff made the presentation to city council on annexation incentives, council had discussed possibly offering incentives to “a few other (county) areas in the city, especially Broome Lane and Greenlawn” Drive. Though he understands commercial properties are a higher priority because of their potential for greater revenue growth, he asked if there was a reason “other areas we’d looked at” had been excluded. Mr. Prokop said they wanted to get this area on Lady’s Island “going,” but they will use “this grant as a basic template,” and “will keep what we have in other areas,” though they may also expand it.

Mr. Prokop said they will use the city’s current ordinance for other parts of the city; it is “more enriching . . . to the individuals . . . than this one,” but they want to look at updating it. **The motion passed unanimously.** Mr. Prokop told Mayor Keyserling that staff would include the reference he’d requested to the Northern Regional Plan for council’s second reading of the

ordinance.

#### **APPOINTMENT TO CITY BOARDS AND/OR COMMISSIONS**

**Councilman McFee made a motion, second by Councilman Murray, to nominate Bonnie Hargrove, Robb Wells, Delene Miller, Megan Meyer, and Jaque Wedler for appointment to the advisory board of the Cultural Arts District. The motion passed unanimously.**

**Councilman McFee made a motion, second by Councilman Murray, to nominate Barbara Laurie, Chuck Symes, and Quinn Peitz for reappointment to the Historic District Review Board.** Ms. Derrenbacher asked if the people appointed to the Cultural Arts District advisory board are “all artists,” and Councilman McFee explained what some of the advisory board members do professionally and which organizations they represent. **The motion passed unanimously.**

#### **CITY MANAGER’S REPORT**

Mr. Prokop said county council’s Finance Committee had approved a 90%/10% cost-sharing with the city of the price of a traffic study on Lady’s Island. \$78,860 of the cost will come from impact fees the county received from the Walmart development on Lady’s Island. \$8,780 will be the cost to the city, Mr. Prokop said, which will amount to “roughly \$6,000” after the city applies *its* impact fee from Wal-Mart: \$2,800. Staff hopes to have the final traffic study report by the end of 2016.

Mr. Prokop said, “We were told” that “since this is not a budgeted item,” the Finance Committee “could just approve the use” without it going to county council, but the *Beaufort-Gazette* had reported that the matter *will* go back to the full council, so he’s “not really clear on that.” Mayor Keyserling said he thinks it does have to go back to the full council for its approval.

The police department was interviewed via Skype by representatives from the federal Department of Justice about the department’s hiring diversity, Mr. Prokop said. The interviews were expected to be brief but ended up lasting 4½ hours. The City of Beaufort will receive a report at some point from the Department of Justice.

Mr. Prokop said staff appreciates that council did not waive the business license fee for Dragonboat Beaufort because the city has already spent money improving the ramp down to the dinghy dock for the races. The city will also be making temporary improvements (expected to last a few years) to the dinghy dock and the “H” dock in the next few weeks, he said. The new transient dock and fire suppression system will be installed in November. The new day dock will not be installed until next year, Mr. Prokop said, because of delays brought about by required federal agency approvals, which aren’t expected until next March or April. In the meantime, the city is “preparing a long-term marina improvement plan,” he said. They will work with the harbormaster to gather data, and will also ask tour operators about the improvements they would like to see.

As of this morning, Mr. Prokop said, 35 commercial development projects are “permitted, under review, or under consideration,” including 5 possible new hotels, Mr. Prokop said.

Mayor Keyserling told Mr. Prokop he would be interested in having a work session about improving communication with the Marine Corps Air Station. Also, Mayor Keyserling said, he would like a “marina task force” to be considered at some point.

### **MAYOR’S REPORT**

The event honoring Vietnam veterans at Waterfront Park was nice, Mayor Keyserling said, but it didn’t get much publicity, so he would like council to do what it can to ensure that the 9/11 event is better attended.

Mayor Keyserling said “during the ‘snowbird’ season,” he understands there’s a 2-hour window in the morning when the bridges won’t open, except for commercial traffic, and when they do open, it happens on the hour. Mr. Prokop said that is correct. Councilman O’Kelley said it’s the same in the afternoons: except for commercial traffic, there’s a window of time – basically rush hour – during which the bridges do not open.

### **REPORTS BY COUNCIL**

Councilman Murray said the conversion of the 500 Carteret Street building for Beaufort Digital Corridor’s BASECamp is “making progress,” and they are seeing prospect interest, too.

Councilman Murray said the presentation to the county council’s Finance Committee yesterday was educational, and he wondered if city council should discuss in a work session “where we are currently with the (Lady’s Island) corridor.” They could see the charts that Mr. Prokop and Mayor Keyserling had shown to the Finance Committee at that time. Such a discussion could also be of value to the Redevelopment Commission, Councilman Murray said, and council would be covered as well, since the councilmen all serve on the commission.

There being no further business to come before council, **Councilman O’Kelley made a motion to adjourn the meeting. Councilman Cromer seconded. The motion passed unanimously,** and the meeting adjourned at 8:10 p.m.



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/6/2016  
**FROM:** Libby Anderson  
**AGENDA ITEM TITLE:** Ordinance Revising Section 7.2.G.4 and Section 11.2 of the UDO to Provide for Conditional Permitting of Changeable Copy Signs for Gasoline Prices in Areas of the City West of Parris Island Gateway - 2nd Reading  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** Planning

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***BACKGROUND INFORMATION:***

The City has received an application to revise Section 7.2.G.4 of the Unified Development Ordinance (UDO), "Nonresidential District Signs; Service Station Signs" and Section 11.2, "Defined Terms," to permit LED changeable copy signs in limited areas. The proposed amendment was presented to the Beaufort--Port Royal Metropolitan Planning Commission at their August 15 meeting. A public hearing on the proposed change is scheduled for the September 13 City Council meeting. First reading of the ordinance was held at the August 9 City Council meeting. The ordinance (attached) is ready for first reading by City Council.

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***PLACED ON AGENDA FOR:*** Action

***REMARKS:***

**ATTACHMENTS:**

Description	Type	Upload Date
Ordinance Revising Section 7.2.G.4 and Section 11.2 of the UDO to Provide for Conditional Permitting of Changeable Copy Signs for Gasoline Prices in Areas of the City West of Parris Island Gateway	Cover Memo	9/8/2016

## O R D I N A N C E

### ORDINANCE AMENDING SECTIONS 7.2.G.4 AND 11.2 OF THE CITY'S UNIFIED DEVELOPMENT ORDINANCE (UDO) TO PROVIDE FOR CONDITIONAL PERMITTING OF CHANGEABLE COPY SIGNS FOR GASOLINE PRICES IN AREAS OF THE CITY WEST OF PARRIS ISLAND GATEWAY

WHEREAS, application has been made for a text amendment to the Unified Development Ordinance (UDO) to allow for changeable copy signage that displays gasoline prices; and,

WHEREAS, Council believes it in the best interest of the City and its citizens to allow such signage on a conditional basis in limited areas of the City;

NOW THEREFORE, BE IT ORDAINED by City Council of the City of Beaufort, duly assembled and by the authority of the same that Section 7.2.G.4 and Section 11.2 of the UDO shall be amended to read as follows:

#### **7.2.G.4. Service Station Signs**

Gasoline service stations and other establishments selling gasoline shall be permitted additional and/or conditional signs as follows:

- a. One gasoline and/or self-service/full-service sign per pump island. The sign shall have a maximum of 10 square feet in surface area per side, a total aggregate of 20 square feet and shall be secured to each pump island.
- b. Each gasoline pump shall be permitted to display only the brand name or logo of the gasoline and shall not exceed the face of the pump.
- c. The changeable copy signage that displays gasoline prices is permitted to be digital – not changed manually in the field – with the following conditions:
  - i. The parcel on which the signage is located shall be zoned Highway Commercial (HC), and shall be located west of Parris Island Gateway;
  - ii. The ambient light output shall not exceed 0.3 footcandles, as determined by a photometric plan presented at the submission of a sign application;
  - iii. If a site contains multiple signs with LED numerals, only one sign shall be visible at any given time.

#### **11.2 Sign**

**Changeable Copy Sign.** A sign on which message copy is changed manually in the field, through the utilization of attachable letters, numbers, symbols and other similar characters or changeable pictorial panels. For gas station price numerals, see Section 7.2.G.4.c for further details and exceptions.

This ordinance shall become effective immediately upon adoption.

		<hr/>
		BILLY KEYSERLING,
	MAYOR	
(SEAL)	Attest:	
		<hr/>
		IVETTE BURGESS CITY CLERK
1 <sup>st</sup> Reading	<hr/>	
2 <sup>nd</sup> Reading & Adoption	<hr/>	
Reviewed by:	<hr/>	
		WILLIAM B. HARVEY, III, CITY ATTORNEY



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:** Kathy Todd  
**AGENDA ITEM**  
**TITLE:** FY 2017 Budget Amendment - 2nd Reading  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** Finance

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***BACKGROUND INFORMATION:***

As part of the Memorandum of Agreement between the City of Beaufort and the Charleston Digital Corridor, a financial commitment of \$150,000 was authorized and approved. This budget amendment is to record the authorization to release committed fund balance for redevelopment as a current financial resource and provide the budgetary authorization to pay for costs associated with execution of the terms of the agreement.

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***PLACED ON AGENDA FOR:*** Action

***REMARKS:***

City Council approved 1st Reading on August 23, 2016. Request that City Council approve the budget amendment in 2nd reading



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:** William Prokop  
**AGENDA ITEM**  
**TITLE:** Ordinance Establishing an Incentive Reimbursement Grant Program - 2nd Reading  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** Finance

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*BACKGROUND INFORMATION:*

The City, through its annexation plan has determined that it is in the public interest, and that it serves the public purpose of fostering intentional and thoughtful growth of the geographical limits of the City, as well as the efficient provision of City services, to encourage the annexation of certain areas of commercial or related commercial/residential development adjoining the City limits or certain areas situated as “donut holes” within the limits of the City. Staff recommends that a fair and appropriate economic incentive to be beneficial and encourage such annexation, through a provision for reimbursement of a portion of City real property taxes paid by the property owner for a period of years. In addition, staff recommends that the reimbursements are best administered through an established program of the City.

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*PLACED ON AGENDA FOR: Action*

**REMARKS:**

The Ordinance in first reading contained incorrect percentages in both categories. Corrections are noted in the red lined copy attach followed by a clean copy of the Ordinance. Request that City Council approve the Ordinance, as amended.

**ATTACHMENTS:**

Description	Type	Upload Date
Red Lined Amended Ordinance	Cover Memo	9/9/2016
Amended Ordinance for 2nd Reading	Cover Memo	9/9/2016

# ORDINANCE

## ORDINANCE CREATING PART 10 CHAPTER 3 OF THE CITY CODE OF ORDINANCES ESTABLISHING AN INCENTIVE REIMBURSEMENT GRANT PROGRAM FOR CERTAIN ANNEXED PROPERTIES

**WHEREAS**, the Council has determined that it is in the public interest of the City, and that it serves the public purpose of fostering intentional and thoughtful growth of the geographical limits of the City, as well as the efficient provision of City services, to encourage the annexation of certain areas of commercial or related commercial/residential development adjoining the City limits or certain areas situated as “donut holes” within the limits of the City; and

**WHEREAS**, the Council has determined that a fair and appropriate economic incentive to encourage such annexation, in addition to the incentive now provided pursuant to City Code sections 10-2001 and 10-2002, and as an alternative to the incentives in City Code sections 5-2021 through 5-2028, is to provide for reimbursement of a portion of City real property taxes paid by the property owner for a period of years; and

**WHEREAS**, the Council further has determined that the reimbursements are best administered through an established program of the City,

**NOW, THEREFORE, BE IT ORDAINED** BY THE CITY COUNCIL OF BEAUFORT, SOUTH CAROLINA, IN COUNCIL DULY ASSEMBLED AND BY AUTHORITY OF THE SAME, TO ADD, TO THE EXISTING PART 10 (“FINANCE AND TAXATION”) OF THE CITY CODE, A NEW CHAPTER 3 ENTITLED “INCENTIVE REIMBURSEMENT GRANT PROGRAM FOR CERTAIN ANNEXATIONS”

That Part 10 (“Finance and Taxation”) of the City Code is hereby amended to add a new Chapter 3 (“Incentive Reimbursement Grant Program for Certain Annexations”) to read as follows:

### **Section 10-3001. - Creation of the Program.**

The Incentive Reimbursement Grant Program for Certain Annexations is hereby established for the City. The City Manager or his designee will administer the Program.

### **Section 10-3002. - Purpose of the Program.**

The purpose of the Program is to provide reimbursement to the property owner, as a Grantee under the Program, of an amount equivalent to a portion of City real property taxes paid by the property owner of property that is annexed into the City at the request of the City and pursuant to the Program. The initial designated areas for the Program, as set by Council, are (1) commercial properties (vacant or developed) used exclusively for recreational purposes located on Lady’s Island with frontage on either Lady’s Island Drive

or Island Causeway that are now contiguous to the City limits or will become contiguous with related annexations, and (2) all other commercial and residential properties located within or that are a part of residential/commercial developments on Lady's Island with frontage on Lady's Island Drive (U.S. Highway 21 Bypass) south of U.S. Highway 21 Business or with frontage on Island Causeway or with frontage on Sea Island Parkway that are now contiguous to the City limits or will become contiguous with related annexations. The Council may set additional or substituted designated Program areas from time to time.

**Section 10-3003. - Provision for Reimbursement.**

(A) Residential and Commercial Properties: A property owner of residential or commercial property who participates in the Program is not eligible for, and waives, the annexation and other incentives set out in City Code sections 5-2021 through 5-2028. Under the Program, the City will reimburse a residential or commercial property owner, who is requested by the City to annex and whose property is annexed, as the Grantee, an amount representing one hundred percent (100%) of the amount of City of Beaufort real property tax paid less that portion remitted to Lady's Island Fire District under the Agreement for Fire Protection by Annexed Areas of Lady's Island, for the annexed residential or commercial property for the first three (3) years after Program application for which City real property taxes are paid. For each of the following four (4) six years, the amount of reimbursement shall be reduced as follows: from one hundred percent (100%) by an amount representing ten percent (10%) per year of the total of City real property taxes paid for the property (that is, 90% of such paid taxes in year 4 and 5, 2, 850% in year 36, 70% in year 4, 60% in year 5 and 5 and 30% in year 67). The City will make this reimbursement to the Grantee within fifteen (15) business days of the City's receipt of proof of payment, satisfactory to the City, of City real property taxes for the annexed property. Reimbursement and the calculation of the amount of reimbursement shall not include any late payment of taxes or any amount paid as penalties.

(B) Commercial Properties Used Exclusively for Recreational Purposes: A property owner of commercial property used exclusively for recreational purposes who participates in the Program is not eligible for, and waives, the annexation and other incentives set out in City Code sections 5-2021 through 5-2028. Under the Program, the City will reimburse such commercial property owner, who is requested by the City to annex and whose property is annexed, as the Grantee, an amount representing one hundred percent (100%) of the amount of City of Beaufort real and personal property tax paid less that portion remitted to Lady's Island Fire District under the Agreement for Fire Protection by Annexed Areas of Lady's Island, for the annexed commercial (exclusively recreational use) property for the first three years after Program application for which City real and personal property taxes are paid. For each of the following three (3) years, the amount of reimbursement shall be reduced from one

hundred percent (100%) by an amount representing ten percent (10%) ~~per year~~ of the total of City real and personal property taxes paid for the property (that is, 90% of such paid taxes in year 4, ~~890%~~ in year 5, ~~790%~~ in year 6). For each of the remaining four (4) years, the amount of the reimbursement shall be reduced as follows: ~~760%~~ in year 7, ~~750%~~ in year 8, ~~450%~~ in year 9 and ~~340%~~ in year 10. The City will make this reimbursement to the Grantee within fifteen (15) business days of the City's receipt of proof of payment, satisfactory to the City, of City real and personal property taxes for the annexed property. Reimbursement and the calculation of the amount of reimbursement shall not include any late payment of taxes or any amount paid as penalties.

**Section 10-3004. - Application and Documentation for the Program.**

A property owner seeking a grant under the Program must apply for the Program by the time of annexation of the subject property, provide documentation of qualification as requested in the application, and agree to furnish any other information as may be needed by the City to determine qualification and reimbursement. The City Manager may establish any policies or regulations needed for administration of the Program.

This Ordinance shall be effective from the date of final reading and adoption.

\_\_\_\_\_  
BILLY KEYSERLING, MAYOR

ATTEST:

\_\_\_\_\_  
IVETTE BURGESS, CITY CLERK

1<sup>ST</sup> Reading \_\_\_\_\_

2<sup>nd</sup> Reading & Adoption \_\_\_\_\_

Reviewed by: William Harvey III, City Attorney

# ORDINANCE

## ORDINANCE CREATING PART 10 CHAPTER 3 OF THE CITY CODE OF ORDINANCES ESTABLISHING AN INCENTIVE REIMBURSEMENT GRANT PROGRAM FOR CERTAIN ANNEXED PROPERTIES

**WHEREAS**, the Council has determined that it is in the public interest of the City, and that it serves the public purpose of fostering intentional and thoughtful growth of the geographical limits of the City, as well as the efficient provision of City services, to encourage the annexation of certain areas of commercial or related commercial/residential development adjoining the City limits or certain areas situated as “donut holes” within the limits of the City; and

**WHEREAS**, the Council has determined that a fair and appropriate economic incentive to encourage such annexation, in addition to the incentive now provided pursuant to City Code sections 10-2001 and 10-2002, and as an alternative to the incentives in City Code sections 5-2021 through 5-2028, is to provide for reimbursement of a portion of City real property taxes paid by the property owner for a period of years; and

**WHEREAS**, the Council further has determined that the reimbursements are best administered through an established program of the City,

**NOW, THEREFORE, BE IT ORDAINED** BY THE CITY COUNCIL OF BEAUFORT, SOUTH CAROLINA, IN COUNCIL DULY ASSEMBLED AND BY AUTHORITY OF THE SAME, TO ADD, TO THE EXISTING PART 10 (“FINANCE AND TAXATION”) OF THE CITY CODE, A NEW CHAPTER 3 ENTITLED “INCENTIVE REIMBURSEMENT GRANT PROGRAM FOR CERTAIN ANNEXATIONS”

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### **Section 10-3001. - Creation of the Program.**

The Incentive Reimbursement Grant Program for Certain Annexations is hereby established for the City. The City Manager or his designee will administer the Program.

### **Section 10-3002. - Purpose of the Program.**

The purpose of the Program is to provide reimbursement to the property owner, as a Grantee under the Program, of an amount equivalent to a portion of City real property taxes paid by the property owner of property that is annexed into the City at the request of the City and pursuant to the Program. The initial designated areas for the Program, as set by Council, are (1) commercial properties (vacant or developed) used exclusively for recreational purposes located on Lady’s Island with frontage on either Lady’s Island Drive

or Island Causeway that are now contiguous to the City limits or will become contiguous with related annexations, and (2) all other commercial and residential properties located within or that are a part of residential/commercial developments on Lady's Island with frontage on Lady's Island Drive (U.S. Highway 21 Bypass) south of U.S. Highway 21 Business or with frontage on Island Causeway or with frontage on Sea Island Parkway that are now contiguous to the City limits or will become contiguous with related annexations. The Council may set additional or substituted designated Program areas from time to time.

**Section 10-3003. - Provision for Reimbursement.**

- (A) Residential and Commercial Properties: A property owner of residential or commercial property who participates in the Program is not eligible for, and waives, the annexation and other incentives set out in City Code sections 5-2021 through 5-2028. Under the Program, the City will reimburse a residential or commercial property owner, who is requested by the City to annex and whose property is annexed, as the Grantee, an amount representing one hundred percent (100%) of the amount of City of Beaufort real property tax paid less that portion remitted to Lady's Island Fire District under the Agreement for Fire Protection by Annexed Areas of Lady's Island, for the annexed residential or commercial property for the first three (3) years after Program application for which City real property taxes are paid. For each of the following four (4) years, the amount of reimbursement shall be reduced as follows: 90% of such paid taxes in year 4 and 5, 50% in year 6, and 30% in year 7). The City will make this reimbursement to the Grantee within fifteen (15) business days of the City's receipt of proof of payment, satisfactory to the City, of City real property taxes for the annexed property. Reimbursement and the calculation of the amount of reimbursement shall not include any late payment of taxes or any amount paid as penalties.
- (B) Commercial Properties Used Exclusively for Recreational Purposes: A property owner of commercial property used exclusively for recreational purposes who participates in the Program is not eligible for, and waives, the annexation and other incentives set out in City Code sections 5-2021 through 5-2028. Under the Program, the City will reimburse such commercial property owner, who is requested by the City to annex and whose property is annexed, as the Grantee, an amount representing one hundred percent (100%) of the amount of City of Beaufort real and personal property tax paid less that portion remitted to Lady's Island Fire District under the Agreement for Fire Protection by Annexed Areas of Lady's Island, for the annexed commercial (exclusively recreational use) property for the first three years after Program application for which City real and personal property taxes are paid. For each of the following three (3) years, the amount of reimbursement shall be reduced from one hundred percent (100%) by an amount representing ten percent (10%) of the total of City real and personal property taxes paid for the property (that is, 90% of such paid taxes in year 4, 90% in year 5, 90% in year 6). For each of the

remaining four (4) years, the amount of the reimbursement shall be reduced as follows: 60% in year 7, 50% in year 8, 50% in year 9 and 40% in year 10. The City will make this reimbursement to the Grantee within fifteen (15) business days of the City's receipt of proof of payment, satisfactory to the City, of City real and personal property taxes for the annexed property. Reimbursement and the calculation of the amount of reimbursement shall not include any late payment of taxes or any amount paid as penalties.

**Section 10-3004. - Application and Documentation for the Program.**

A property owner seeking a grant under the Program must apply for the Program by the time of annexation of the subject property, provide documentation of qualification as requested in the application, and agree to furnish any other information as may be needed by the City to determine qualification and reimbursement. The City Manager may establish any policies or regulations needed for administration of the Program.

This Ordinance shall be effective from the date of final reading and adoption.

\_\_\_\_\_  
BILLY KEYSERLING, MAYOR

ATTEST:

\_\_\_\_\_  
IVETTE BURGESS, CITY CLERK

1<sup>ST</sup> Reading \_\_\_\_\_

2<sup>nd</sup> Reading & Adoption \_\_\_\_\_

Reviewed by: William Harvey III, City Attorney



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

---

**TO:** CITY COUNCIL **DATE:** 9/8/2016  
**FROM:** Libby Anderson  
**AGENDA ITEM**  
**TITLE:** Resolution Committing Funds to Greenlawn Drive Streetscape  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** Planning

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***BACKGROUND INFORMATION:***

The City is applying for Community Development Block Grant (CDBG) funds for the Greenlawn Drive Streetscape. The maximum grant is \$500,00. The project is expected to cost \$1,307,627. A resolution from the City committing the additional funds that would be necessary to complete the project is required as part of the application. A resolution committing the additional required funds to the project (attached) is ready for adoption by City Council.

---

***PLACED ON AGENDA FOR:*** Action

***REMARKS:***

**ATTACHMENTS:**

Description	Type	Upload Date
Resolution	Cover Memo	9/8/2016

**RESOLUTION**

**WHEREAS**, the need to address quality of life issues for the City of Beaufort, and addressing the concerns and issues of low- and moderate-income residents is a priority for the City; and

**WHEREAS**, Neighborhood Revitalization has been identified as a priority community need for the City of Beaufort, and

**WHEREAS**, the City of Beaufort wishes to address this need by making application to the South Carolina Department of Commerce, Division of Grants Administration for Neighborhood Revitalization; and

**WHEREAS**, the completion of this project would benefit approximately 233 people, of which 90% qualify as having low-to-moderate incomes, in the City of Beaufort. The project area includes Greenlawn Drive.

**NOW THEREFORE BE IT RESOLVED** by the City Council of Beaufort, South Carolina, that

1. City Council hereby endorses the City of Beaufort’s Greenlawn Drive Neighborhood Revitalization Project because it will greatly improve the quality of life for the residents of Beaufort.

2. The Mayor shall be and is authorized to prepare and submit a Community Development Block Grant (CDBG) Neighborhood Revitalization Application for the City of Beaufort’s Greenlawn Drive Neighborhood Revitalization Project, to commit funds in the amount of 10% of the grant to meet the matching commitment of the Community Development Program along with \$757,627 in additional funds needed to complete this project and commit to sharing cost savings on a pro rata basis.

IN WITNESS THEREOF, I hereunto set my hand and caused the Seal of the City of Beaufort to be affixed this 13th day of September, 2016.

(SEAL)

Attest:

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BILLY KEYSERLING, MAYOR

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IVETTE BURGESS, CITY CLERK



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:** William Prokop, City Manager  
**AGENDA ITEM** Resolution Committing the City of Beaufort to provide a local match for MASC  
**TITLE:** Economic Development Grant  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Managers Office

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR: Action*

**REMARKS:**

**ATTACHMENTS:**

Description	Type	Upload Date
Resolution	Backup Material	9/9/2016

**RESOLUTION COMMITTING THE CITY OF BEAUFORT TO PROVIDE A LOCAL  
MATCH FOR A MUNICIPAL ASSOCIATION OF SOUTH CAROLINA HOMETOWN  
ECONOMIC DEVELOPMENT GRANT**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF BEAUFORT**, here assembled on this 13th day of September 2016, that the Council hereby commits to provide a local match of at least \$3,750, which equals the minimum fifteen percent (15%) local match required by the Municipal Association of South Carolina, to support the City of Beaufort's application for a \$25,000 Hometown Economic Development Grant. These grant and local matching funds will be used for the Beaufort Digital Corridor project. This resolution is made regarding the submission of an application for Hometown Economic Development Grant funds to the Municipal Association of South Carolina on or before September 30, 2016.

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BILLY KEYSERLING, MAYOR

ATTEST:

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IVETTE BURGESS, CITY CLERK



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

---

**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:**  
**AGENDA ITEM** Request for Waiver of Noise Ordinance for the Latino-Americano Festival to be held at  
**TITLE:** Waterfront Park Sunday, October 9, 2016  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Managers Office

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Request Letter	Backup Material	9/9/2016

**Ivette Burgess**

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**Subject:** FW: Waiver request

*Good Afternoon*

*My name is Veronica Bugarin and we would like to request a waiver of the City noise ordinance for provision of amplified music at the Latino-Americano Festival to be held in Waterfront Park on October 9, 2016. Music will be played between the hours of 11:00 AM and 6:00 PM. We understand the City reserves the right to limit the sound amplification equipment so that it will not unreasonably disturb non-participating persons around the event.*

*Thank you for consideration of our request.*

*Somos Uno Magazine*

*Veronica Bugarin*

*1 Corpus Christi Suite #104*

*Hilton Head Isl. SC 29926*

*843 368-5409 Cell*

*[Admin@somosunomagazine.com](mailto:Admin@somosunomagazine.com)*



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:** Ivette Burgess, City Clerk  
**AGENDA ITEM TITLE:** Request from CAPA to host annual Ghost Tours event from October 14-30th in the Downtown Historic District. In addition, requesting 2 free parking spaces in Marina lot during this time.  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Managers Office

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR: Action*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Request Letter	Backup Material	9/9/2016



child abuse prevention association  
post office box 531 • beaufort • sc • 29901  
phone 843.524.4350 • fax 843.525.0070 • capa714@earthlink.net  
www.capabeaufort.org

August 30th, 2016

Mr. William Prokop  
City Manager  
City of Beaufort  
1911 Boundary St.  
Beaufort, SC 29902-3825

Dear Mr. Prokop:

The Exchange Club of Beaufort is sponsoring the 24rd Annual Ghost Tours for our organization. The tours are scheduled for October 14<sup>th</sup>-16, 21<sup>st</sup>-23<sup>rd</sup>, and 28-30<sup>th</sup>.

Southern Rose Buggy Tours has submitted a special event application. They will supply carriages for the event. We will be doing the same tours as we have for the past 24 years, utilizing volunteer storytellers. We hope to load the carriages in the Beaufort Marina parking lot; as we have done in previous years. The Exchange Club will provide at least 2 security volunteers per walking tour.

We also respectfully request two parking spaces in the downtown Marina for our costume truck. These have been offered gratis in the past, and we hope it will continue to be so. We need these spaces from October 14<sup>th</sup>- October 31<sup>st</sup>.

We sincerely appreciate the cooperative relationship we have had with the City. This fun event brings in lots of visitors to the Beaufort area. We hope you will approve this year's Ghost Tours of Beaufort and we appreciate your continuous support.

Sincerely,

A handwritten signature in black ink that reads 'Jessie Chapman'.

Jessie Chapman  
Director of Development (CAPA)  
Exchange Club Member

GIVE. ADVOCATE. VOLUNTEER.  
**LIVE UNITED.** The United Way logo, featuring the words 'United Way' in a blue box with a white globe icon.

The Child Abuse Prevention Association (CAPA), a United Way agency  
accredited by the Council on Accreditation, serving children and families  
of Beaufort and surrounding counties for over 30 years.



EXCELLENCE • INTEGRITY • COMMITMENT



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:**  
**AGENDA ITEM** Request from Beaufort County Veterans Affairs to host annual Veterans Day Parade  
**TITLE:** Friday, November 11, 2016  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Managers Office

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR:*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Parade Application	Backup Material	9/9/2016

CITY OF BEAUFORT, SOUTH CAROLINA  
APPLICATION FOR PARADE OR PUBLIC ASSEMBLY PERMIT  
To be filed NOT LESS than 30 days before event  
1911 Boundary Street Beaufort, SC 29902  
Phone (843) 525-7070

**PAID**  
8/29/16

Name of Applicant: Carl Wedler, Veterans Affairs Officer, Beaufort County Vet. Affairs  
P.O. Drawer 1228  
Address: Beaufort, SC 29901-1228 Phone # 843-255-6880

Name of Sponsoring Organization: BEAUFORT COUNTY VETERANS AFFAIRS

Address: 1911 Boundary St., 1st Floor P.O. Drawer 1228, Beaufort, SC 29901-1228

Date of Parade/Public Assembly:  
November 11, 2016 (Friday)

Route Proposed (Giving Starting & Termination Points): STARTING: Corner of Rodgers Street and Boundary Street  
ENDING: Bladen Street and Boundary Street

Approximate Number of Persons, Animals & Vehicles Constituting Parade: 200-300 persons involved;  
approx. 60-70 vehicles/floats/trucks approx. (4) service dogs

Time Parade Will Begin: 9:30 AM Parade will Terminate: 10:30-11:00AM

Parade Will Occupy All of the Width of the Streets to be Traversed  
YES

Parade Will Occupy Only a Portion of the Width of the Streets to be Traversed \_\_\_\_\_

Location of Assembly Area:  
Line-up along the length of Rodgers St. (parallel to Beaufort National Cemetery)

Time Units Will Begin to Assemble: 9:00 AM

Interval of Space between Units in Parade: 10-12 feet

Type of Public Assembly (including description of activities)  
Veterans Day Parade and Ceremony activities. Parade through downtown Beaufort Parade Route. Ceremony to be held in Beaufort National Cemetery after parade.

Description of Recording Equipment, sound amplification equipment, banners, signs, or other devices to be used: Public address system; live band/musical instruments;  
poster board or magnetic signs and banners; patriotic flag displays.

NOTE: IF THE PARADE IS DESIGNED TO BE HELD BY AND ON BEHALF OF OR FOR ANY PERSON OTHER THAN THE APPLICANT, THE APPLICANT FOR SUCH PERMIT SHALL FILE A LETTER FROM THAT PERSON WITH THE CITY MANAGER AUTHORIZING THE APPLICANT TO APPLY FOR THE PERMIT ON HIS BEHALF.

**\$25.00 non-refundable application fee is payable when the application is submitted**

Carl Wedler  
Signature of Applicant

Application Received By: K. C. Reay / TB Receipt # 98114

Date Application Received: 8/29/16

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



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 8/19/2016  
**FROM:**  
**AGENDA ITEM** Request from Main Street Beaufort to allow Food/Beer samples at Freedom Mall during  
**TITLE:** Shrimp Festival 5k run on Saturday, October 1, 2016  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Clerk

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*BACKGROUND INFORMATION:*

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*PLACED ON AGENDA FOR: Action*

*REMARKS:*

**ATTACHMENTS:**

Description	Type	Upload Date
Shrimp Festival 2016 request	Cover Memo	8/19/2016

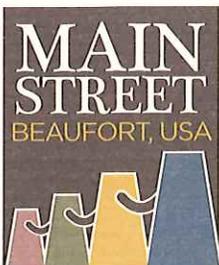
August 9, 2016

Mr. Bill Prokop  
City Manager  
City of Beaufort  
1911 Boundary Street  
Beaufort, SC 29902

Dear Mr. Prokop:

Main Street Beaufort, USA, respectfully requests permission from the City Council of the City of Beaufort to allow the following items during the 22<sup>nd</sup> Annual Beaufort Shrimp Festival scheduled for Friday, September 30 and Saturday, October 1, 2016 at Henry C. Chambers Waterfront Park in Downtown Beaufort.

- Permission for alcohol sales (beer and wine) and to allow open alcohol containers in the Henry C. Chambers Waterfront Park during the festival on Friday, September 30, 2016 from 5pm until 11pm and Saturday, October 1, 2016 from 11 am until 6 pm. We've obtained a temporary Special Event beer and wine license from the South Carolina Department of Revenue Alcohol and Beverage Licensing. We will contract with the Beaufort Police Department and Fire Department for services in order to provide and ensure a safe event site.
- Permission for street closures and to host the Run Forrest Run 5K Bridge Run/Walk Saturday, October 1, 2016 from 6:45am – 9:30am with the route as follows: Start/Finish line at Freedom Mall down Bay Street crossing the Woods Memorial Bridge to Lady's Island, down Meridian Road then double back the same route to Freedom Mall. We will coordinate with the City of Beaufort Police Department, Beaufort County Sherriff's Department, SC DOT, and the Bridge Section of the Seventh Coast Guard District.
- Permission for street closures at the following times, days, and locations: One direction of Charles Street Extension Friday, September 30, 2016, 8am-11pm and Saturday, October 1, 2016, 8am-7pm to allow loading and unloading of equipment for bands and vendors. Vehicles will be required to move their vehicle to an appropriate parking spot after loading/unloading. The other lane of Charles Street Extension will be used for Emergency Vehicles.
- Permission to host an arts and crafts market on the green area across from the Downtown Marina Shop on Friday, September 30, 2016 from noon-10pm and Saturday, October 1, 2016 from 11 am to 5 pm.



**Main Street Beaufort, USA**

P.O. Box 501, Beaufort, SC 29901  
101 West Street Extension  
Beaufort, SC 29902

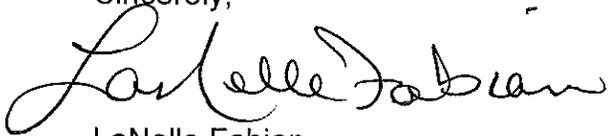
Phone (843) 525-6644 Fax (843) 379-6129

Changes for 2016:

- We would like to grow our 5K run by adding more activities. Food & Beer samples, sponsors booths, and more. We will follow all Park rules and regs for Freedom Mall.

Thank you for your consideration and support as we continue to plan successful events that draw both area residents and tourists to our historic downtown district.

Sincerely,

A handwritten signature in cursive script that reads "LaNelle Fabian". The signature is written in black ink and is positioned above the printed name and title.

LaNelle Fabian  
Member Services/Events Manger  
Beaufort Regional Chamber of Commerce  
For Main Street Beaufort, USA



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**CITY OF BEAUFORT**  
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

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**TO:** CITY COUNCIL **DATE:** 9/9/2016  
**FROM:** Ivette Burgess, City Clerk  
**AGENDA ITEM**  
**TITLE:** Appointment to City Boards and/or Commissions  
**MEETING DATE:** 9/13/2016  
**DEPARTMENT:** City Clerk

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***BACKGROUND INFORMATION:***

Appointments to Tourism Development Advisory Committee (TDAC) and the Beaufort Housing Authority Board, Hilton Head representative.

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***PLACED ON AGENDA FOR:*** Action

***REMARKS:***