



CITY OF BEAUFORT
1911 BOUNDARY STREET
BEAUFORT MUNICIPAL COMPLEX
BEAUFORT, SOUTH CAROLINA 29902
(843) 525-7070
CITY COUNCIL WORKSESSION AGENDA
August 23, 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."

WORKSESSION - City Hall Planning Conference Room, 1st Floor - 5:00 PM

I. CALL TO ORDER

II. EMPLOYEE NEW HIRE RECOGNITION

A. Ken Meola - Codes Enforcement, Fire Department

III. DISCUSSION ITEMS

A. Tourism Development Advisory Committee (TDAC)

B. Food Truck Regulations

C. Holiday Ice Skating Rink

IV. ADJOURN



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 8/18/2016
FROM:
AGENDA ITEM
TITLE: Ken Meola - Codes Enforcement, Fire Department
MEETING DATE: 8/23/2016
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Mr. Meola is a retired Law Enforcement Officer. He comes to the City of Beaufort with a vast knowledge and background in Codes Enforcement.

PLACED ON AGENDA FOR: Discussion

REMARKS:



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 8/18/2016
FROM: Ivette Burgess
AGENDA ITEM
TITLE: Tourism Development Advisory Committee (TDAC)
MEETING DATE: 8/23/2016
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Interviews for current Committee vacancies and discussion with current members regarding the Accommodation Tax Grant process.

PLACED ON AGENDA FOR: Discussion

REMARKS:



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 8/18/2016
FROM: JULIE BACHETY FOR LIBBY ANDERSON
AGENDA ITEM
TITLE: Food Truck Regulations
MEETING DATE: 8/23/2016
DEPARTMENT: Planning

BACKGROUND INFORMATION:

PLACED ON AGENDA FOR: Discussion

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
FOOD TRUCK REGULATIONS	Cover Memo	8/18/2016

City of Beaufort Department of Planning and Development Services

M E M O R A N D U M

TO: William Prokop, City Manager
FROM: Libby Anderson, Planning Director
DATE: August 17, 2016
SUBJECT: Food Truck Regulations

You asked for information on the City's current regulations pertaining to food trucks. I have attached the current regulations regarding "concession stands" which include food trucks. As noted, currently, food trucks are only permitted on lots that have four or more businesses. In the new code, we are proposing to permit food trucks as conditional uses on any lot zoned T3 and T4-HN (see attachment). The proposed standards are based on food truck standards adopted in other communities in the region.

Please contact me with any questions.

Thank you.

attachment

5.5 Temporary Uses

A. Purpose

Temporary uses, as set forth below, are declared to possess characteristics which require certain controls in order to insure compatibility with other uses in the district within which they are proposed for location.

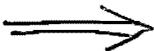
B. Temporary Uses

The Administrator is authorized to issue a Temporary Certificate of Zoning Compliance for Temporary Uses, as follows:

1. Carnival, circus or fair, for a period not to exceed 21 days, in the LI District, subject to the approval of the City Manager.
2. Religious meeting in a tent or other temporary structure in nonresidential districts, for a period not to exceed 7 days.
3. Open lot sale of seasonal produce and plant products including Christmas trees, in the CC, GC, NC, and HC, districts for a period not to exceed 45 days.
4. Real estate sales offices, in conjunction with an approved subdivision or development project, in any district, for a period not to exceed one year, provided no cooking or sleeping accommodations are maintained in the structure. Permits for such facilities may be renewed, provided that it is determined that said use is clearly of a temporary nature, will cause no traffic congestion, and would not create a nuisance to surrounding uses.
5. Contractor's office and equipment sheds, including steel cargo storage containers, in any district, for a period of 6 months, provided that a building permit has been issued for construction on the site and that such facilities are placed on the property to which it is appurtenant. Permits for such facilities may be renewed, provided that it is determined that said use is clearly of a temporary nature, will cause no traffic congestion, and would not create a nuisance to surrounding uses.

Temporary Certificates Of Zoning Compliance, issued for those Temporary Uses provided for in subparagraphs 4 and 5 above, may be renewed provided that it is determined that said use is clearly of a temporary nature, will cause no traffic congestion and would not create a nuisance to surrounding uses.

6. Temporary classroom facilities shall not be located at any school, religious institution or other similar use unless a plan for improvements designed to eliminate the temporary classrooms at a time certain in the future has been approved by the Administrator. Such plan shall include a review of the placement of the temporary classrooms, and may require screening and buffering in order to comply with this UDO.



7. Concession stands (mobile trailers, trucks and/or vendor carts) on the following conditions:
 - a. The use will be located within a shopping center or a multi-tenant development containing four or more businesses;
 - b. The property owner/manager has agreed in writing to the location of the use on the premises;

- c. The use will comply with all building and fire codes, business license, revenue collection, and health laws of the City of Beaufort, Beaufort County, and the State of South Carolina;
 - d. The use has been licensed by the local health department if applicable;
 - e. A site plan showing the location of the proposed use on the lot and in relation to pedestrian and vehicular circulation is submitted to the Administrator or his/her designee for approval.
- 8.** Portable steel storage containers in any district for purposes of loading or unloading, for a period not to exceed 10 days.
- 9.** Cargo or freight storage containers or modified versions thereof are permitted to be used as temporary storage facilities in the General Commercial and Highway Commercial Districts for up to three consecutive months in any 12-month period, on the condition that the containers will not be visible from the street.

between/behind architectural features of the building.

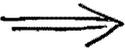
- C. **Within Conventional Districts:** The preferred location for all dishes is in the rear yard or on the roof. Dishes are encouraged to be screened from the street and to the degree feasible, from adjoining properties. Screening can be accomplished through fencing, landscaping, or placement of the dish between/behind architectural features of the building. Dishes greater than 2 meters in diameter must be located in the side or rear yard or on the roof and must be screened from the street and to the degree feasible, from adjoining properties.

3.13: TEMPORARY USES

3.13.1 PERMITS REQUIRED *[revises 5.5.A]*

Unless otherwise provided, all permitted temporary uses as listed below shall require a temporary use permit that shall be reviewed and issued by the Administrator subject to the procedures outlined in Section 9.4 (Zoning Permit).

3.13.2 PERMITTED TEMPORARY USES *[adapts 5.5.B]*

- A. Carnival, circus or fair, for a period not to exceed 21 days, in the LI District.
- B. Open lot sale of seasonal produce and plant products including Christmas trees, in the T4-N, T5-UC, and RMX Districts for a period not to exceed 45 days.
- C. Real estate sales offices, in conjunction with an approved subdivision or development project, in any District, for a period not to exceed 1 year, provided no cooking or sleeping accommodations are maintained in the structure.
- D. For new construction, contractor's office and equipment sheds, including steel cargo storage containers, in any district Districts, for a period of 6 months, provided that a building permit has been issued for construction on the site and that such facilities are placed on the property to which it is appurtenant.
- E. Temporary classroom facilities shall not be located at any school, religious institution or other similar use unless a plan for improvements designed to eliminate the temporary classrooms at a time certain in the future, within 24 months, has been approved by the Administrator. Such plan shall include a review of the placement of the temporary classrooms, and may require screening and buffering in order to comply with this Code. One 1-year extension may be permitted.
-  F. **Food Trucks / Concession:** stands may be permitted in all zones except T3 and T4-HN with the following requirements:
1. Written agreement from the property owner/manager with regard to the time(s) and location of the use on the premises. For public parks, streets and civic spaces, the Administrator may provide this authority.
 2. A site plan showing the location of the proposed use on the lot and in relation to pedestrian and vehicular circulation must be submitted to the Administrator or his/her designee for approval.
 3. Signage may occur on the truck or stand. One sandwich board sign meeting the requirements of Section 6.5.1.C may be permitted, per grouping of food trucks.
 4. Tables and chairs may be permitted if it is shown on the site plan that they don't have a negative impact of vehicular or pedestrian circulation.
- G. Portable steel storage containers in any District for purposes of loading or unloading, for a



CITY OF BEAUFORT
DEPARTMENT REQUEST FOR CITY COUNCIL AGENDA ITEM

TO: CITY COUNCIL **DATE:** 8/19/2016
FROM:
AGENDA ITEM Holiday Ice Skating Rink
TITLE:
MEETING DATE: 8/23/2016
DEPARTMENT: City Clerk

BACKGROUND INFORMATION:

Main Street Beaufort and Beaufort Regional Chamber are proposing a Holiday Ice Skating Rink in Waterfront Park, Pavilion from November-December 2016.

PLACED ON AGENDA FOR: Discussion

REMARKS:

ATTACHMENTS:

Description	Type	Upload Date
Ice Skating Rink Proposal	Cover Memo	8/19/2016

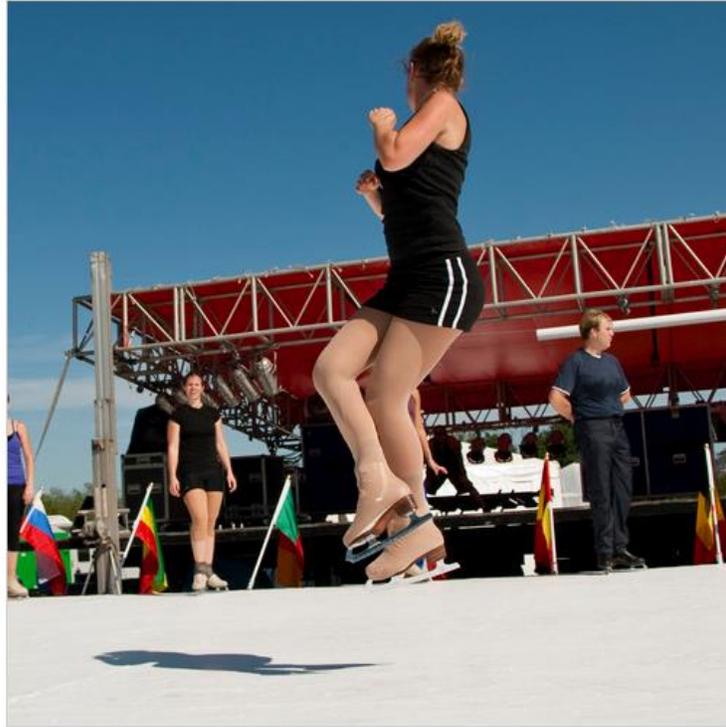


Waterfront Park - Holiday Ice Skating Rink

- Production of this attraction would be a partnership between Main Street Beaufort and Amazing Event Rentals with the co-sponsorship of the City of Beaufort
- The creation of this seasonal attraction will increase the overall vibrancy of our community, drive holiday shoppers downtown, and enhance the experience of holiday events and festivals. The (40' x 28') EZGlide350 synthetic ice skating rink would operate in the Pavilion at Waterfront Park from Thanksgiving until New Year's Day
- Similar ice skating rink attractions are produced in Greenville, Charleston, Savannah, and Rock Hill to name a few
- According to the manufacturer a (40' x 28') rink can safely accommodate (40) people per session. The total area of this rink is (1,120) square feet. This yields personal space of roughly (28) square feet per person if everyone is skating during a peak time.
- Some may have seen this professional grade ice skating rink in use for the production of the Disney on Ice Toy Story 3 traveling ice skating show or other similar shows
- Currently hours of operation are projected to be (5:00pm-9:00pm) on weekdays and (9:00am - 10:00pm) on weekends
- Amazing Event Rentals will staff and operate rink as well as maintain insurance and security
- Ice skate rental is projected at (\$10.00) per skating period
- A skating period would likely be (90) minutes. Some study will have to be made of what is most preferable to those using the rink
- Main Street Beaufort will work to market the attraction for downtown Beaufort, provide information, and field public inquiry
- The ice rink could potentially be rented for group events
- Potential donation of rink use to organizations like CODA and CAPA has been discussed
- Partnerships with other non-profits or schools for use at a discounted rate may take place
- Sale or giveaway of holiday related items like hot chocolate, t-shirts, or the presence of Santa for photos with children may be considered at some point as an enhancement to the experience
- No alcohol will be sold or served in relation to this attraction
- Due to level of investment in the rink required on the part of Amazing Event Rentals and the projected break-even point being five to six years; some level of assurance is needed that a

right of first refusal to produce the attraction consistently in future years exists as long as a record of safe operation of the rink is maintained

- The useful lifespan of this rink if purchased is said to be (15) years
- In addition to the presence of the logos of the City of Beaufort, Main Street Beaufort, The Beaufort Regional Chamber of Commerce, and Amazing Event Rentals Logos on the panels of the rink perimeter and other marketing materials some additional sponsorship could potentially be sold for supplemental fund raising to support the production of the attraction
- Video and additional information is available for review at: <http://www.ezslide350.com/>
- Please see photos on following page



Yes, You can jump on EZ Glide 350 Synthetic Ice



Skating in any weather

EZ Glide 350 does not require refrigeration.



Skating in the orange grove

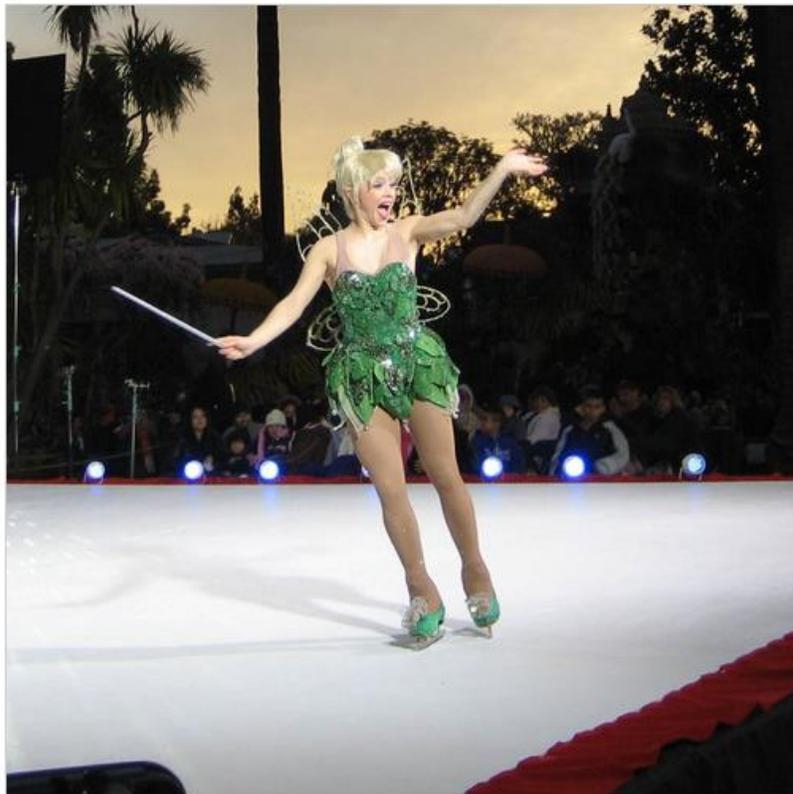
A group of hockey lovers created this covered outdoor rink in Florida.



Pasadena Rose Parade



An outdoor EZ Glide 350 synthetic ice rink in NY



Disney on Ice at the Rose Bowl Parade