

**Sullivan's Island Town Council**  
**2050-B Middle Street**  
**October 18, 2011**  
**6:00 p.m.**

5:00 Executive Session – Legal Advice – Bluestein et al. vs. Town of Sullivan's Island  
- Legal Advice – BZA Decision for 2063 Middle Street  
- Personnel – Design Review Board Applications  
**DRAFT WORKING COPY**

Pledge of Allegiance

Invocation

Presentation of Resolution to Nicky Bluestein  
Recognition of Life Saving and Service Efforts by Town Staff

Format: 20 minutes for general comments from the floor

- I. Approval of Minutes – Regular meeting on September 20, 2011
- II. Reports and Communication
  1. General and New Correspondence
  2. Attorney's Report
  3. Boards and Commissions Reports
    - a) Planning Commission
    - b) Board of Zoning Appeals
    - c) Design Review Board
    - d) Tree Commission
    - e) Municipal Elections Commission
- III. Committee Reports
  1. Administrator Report
  2. Ways and Means Committee
  3. Personnel Committee
  4. Water and Sewer Committee
  5. Building and Construction Committee
  6. Fire Committee
  7. Recreation Committee
  8. Real Estate Committee
  9. Police Committee
  10. Streets and Maintenance Committee
- IV. Ordinances
  1. Ratification, An Ordinance to Amend the Ordinances of the Town of Sullivan's Island, South Carolina, Chapter 14, By Adding a New Section 34, Regarding Lease of Property to Charleston County School District
  2. First Reading, by title only, Ordinance 2011-06, An Ordinance to Amend Sections 21-9, 12, 19, 21, 22, 24, 27, 31, 48, 49, 50, 51, 52, 53, 54, 59 and 143 of the Zoning Ordinances for the Town of Sullivan's Island

# ADMINISTRATOR'S REPORT COUNCIL MEETING

October 18, 2011

Mayor Carl J. Smith

## ACTION AND NEW ITEMS

1. **Sullivan's Island Polling Place – (Information)** The Charleston County Board of Elections and Voter Registration has forwarded a request to the Department of Justice which would change the Sullivan's Island polling place from the elementary school at 2015 I'on Avenue to 3222 Middle Street at Sunrise Presbyterian Church.
2. **South Carolina Department of Environmental Control Beach Monitoring - (Information)**
  - DHEC has provided the beach monitoring results for August 2011 indicating all stations were satisfactory.
3. **Correspondence Received - (Information)**
  - Margaret Skinner September 26, 2011 – resignation from Tree Commission; resolution prepared for presentation in November.
4. **Town Hall Trailer Lease – (Action)** The lease agreement for the trailers serving as the temporary Town Hall will expire in September. Acton Mobile Industries has offered a twelve (12) month lease at the same rate. Jason Blanton and Randy Robinson discussed a two year term with the vendor.
5. **Town Council 2012 Calendar of Meetings – (Action)** Several dates in 2012 when either Council or Council Workshops would meet coincide with a holiday or religious day.
  - a) Council Workshop, 6:00 PM Monday September 3, 2012 – reschedule to 6:00 PM Monday September 10, 2012.
  - b) Council Meeting, 6:00 PM Tuesday September 18, 2012 – Rosh Hashanah is September 17-18 – reschedule to Monday September 24, 2012 (Yom Kippur is Tuesday September 25, 2012).
  - c) Council Workshop 6:00 PM Monday October 3, 2012 – Sukkot is October 1-7 and Shemini Atzeret is Monday October 8, 2012 and Simhat Torah is Tuesday October 9, 2012.

- 6. Ordinance 2011-06 Available for First Reading – (Action)** Ordinance 2011-06 amending Sections 21-9, 12, 19, 21, 22, 24, 27, 31, 48, 49, 50, 51, 52, 53, 54, 59, and 143 of the Zoning Ordinance for the Town is approved in final form by the Town Attorney and available for first reading by Council October 18, 2011.

**Items Pending Further Action by Council**

- A. Commercial Activity on Town Property and RC-1 Area** – Staff has noticed a proliferation of commercial activity on Town property (tennis courts and open fields) and on the beach. Vendors using Town property are not licensed and the status of liability insurance is unknown. The zoning ordinance prohibits commercial activity on the beach. Isle of Palms resident Mr. Mic Smith petitioned Council to amend the ordinance to permit photography on the beach.
- B. Civil Action Against the Town of Sullivan’s Island and Sullivan’s Island Town Council** – The Hood Law Firm, LLC has submitted a civil action to the Court of Common Pleas Ninth Judicial Circuit on behalf of Nathan Bluestein, Ettaleah C. Bluestein, Theodore Albenesius, III, and Karen Albenesius. Attorney Hair responded to the complaint on August 24, 2010. The Insurance Reserve Fund has been notified and has advised the action is not covered under the tort liability policy. Reading copies of the complaint and response are available in Town Hall or interested parties may purchase a copy for a fee to cover the expense of photocopying. A timeline of events is attached. Staff is responding to the Fifth Request to Produce.
- C. Cell Tower Hardware Addition** – The non-functional backhaul dish has been mounted to the cell tower for the requested two week trial period. Barring no objections to the addition, the Town Attorney has opened negotiations with American Tower for the hardware addition.
- Town Attorney Dodds continues to work with American Tower on a contract matter.
- American Tower has submitted a request to modify the Verizon equipment on site. The Administrator has executed the document.
- D. Myrtle Avenue Cemetery** – Following a meeting with residents contiguous to the cemetery and thoughtful discussion on the matter of site enhancements, Monsignor Lawrence McInerney revised design work to the Myrtle Avenue Cemetery with a landscape architect. He will take the plan approved by Council and review with the cemetery committee and neighbors.

**E. Anti-Idling Campaign – (Pending)** Based on the rejection of the two previously suggested signs, Dr. Thiedke is reviewing other options. The Town must submit an encroachment permit.

SULLIVAN'S ISLAND  
TOWN COUNCIL MEETING  
OCTOBER 18TH, 2011  
DRAFT PACKET  
NOT FINAL

# WAYS AND MEANS COUNCIL MEETING

October 18, 2011

**Chairman Mike Perkis**

**Monthly Reports – September 2011 Financial Statement**

## **ACTION AND NEW ITEMS**

1. **September 2011 Financial Statement – (Action)** Initial comments and analysis of the monthly financials by Messrs. Perkis, Blanton and Benke.
2. **First Federal IDC Money Market Account – (Information)** Update on First Federal of Charleston new banking solution for the town's investments.
3. **AT&T Contract Expiration** – The Comptroller has reviewed the AT&T renewal contract and received a competitive offer from another vendor.
4. **2011 Millage Rate** – The Charleston County Auditor has provided data to set the Town millage rate.

## **Items Pending Further Action by Council**

- A. **Review and Analysis of Litigation Expenses** – General discussion of non-budgeted expenses resulting from Bluestein et al. v. Sullivan's Island et al. Expenses outlined as of June 30, 2011.
- B. **Permit Fees for Special Events and Beach Fires** – General discussion of permit fees for special events and beach fires.

# PERSONNEL COUNCIL MEETING

October 18, 2011

Gerald Kaynard, Esq. - Chairman

## ACTION AND NEW ITEMS:

1. **Report Attached (Discussion)**
2. **Boards and Commission – (Action)**
  - Recognition of service and presentation of Resolutions to Nicky Bluestein.
  - Recognition of life saving and service efforts by Town staff.
3. **Audible Alert System – (Discussion)** General discussion by Chief Stith regarding audible alert system equipment installation to date.

## Items Pending Further Action By Council:

- A. **Audible Alert System** – Criteria for use of system.
- B. **Evaluation Report of Department Heads** – Administrator to provide Department Head evaluations to Council.
- C. **Administrator Evaluation** – Administrator to provide Personnel Committee with a self-evaluation narrative.
- D. **Compensation Study** – Personnel Committee to prepare a comparative compensation analysis.



## PERSONNEL REPORT

### October 2011

Date: October 14, 2011

Personnel Activity/Information projected through October 31, 2011

#### HIRINGS/RESIGNATIONS:

**Water & Sewer:** Hire: Jody Stewart, Operator (eff. October 3, 2011)  
**Fire Department:** Resignation: Jody Cox, Firefighter (eff. Oct 2, 2011)  
Hire: Eric Stinnett, Firefighter (eff. October 3, 2011)  
Offer tendered & accepted by new hire (Oct 15, 2011 start)

#### CURRENT OPENINGS:

**General Administration:** None  
**Water & Sewer:** One (1) full-time Water/Sewer Operator  
**Maintenance:** One (1) full-time Maintenance employee  
**Police Department:** None  
**Fire Department:** None

#### PERSONNEL ACTIVITY:

##### PERSONAL DAY HOLIDAY/VACATIONS:

##### Vacations Requests:

**Department Heads:** Greg Gress: Oct. 6-10, 2011 (Thurs, Fri & Mon)  
**Town Hall Staff:** Mary Coste: Oct. 7 & 10, 2011 (Fri & Mon) and  
Oct. 31, 2011 (Mon)  
Maria LoRusso: Oct 14 & 18, 2011 (Fri & Mon)  
Randy Robinson: Oct. 6-7, 2011 (Thurs & Fri) and  
Oct. 27 – 28, 2011 (Thurs & Fri)

##### Training/Meetings:

October Safety Meeting: 8AM Monday, October 3, 2011 at Town Hall (Police Department gave safety talk)

##### Individual Staff Training/Conferences:

- SCCCMA Seminar, Thursday, October 13, 2011 (Andy Benke & Lisa Darrow)

##### Other:

- Flu Vaccination Clinic (Staff & family members) Wednesday, October 19, 2011 (5PM start) – Blalock Medical (\$21/vaccination) at Fire Station.
- Boards & Commissions: Design Review Board Vacancy (unexpired term ending September 2012) – application deadline on Friday, October 14, 2011

# WATER AND SEWER COUNCIL MEETING

October 18, 2011

**Chairman Mike Perkis**

**Monthly Reports**

**Action and New Items**

1. **Water and Sewer Committee Meeting** – A Committee meeting was held Tuesday October 18, 2011 at 8:30 am in the Water and Sewer Administration Building. The purpose was to discuss infrastructure easements and impact fees in the Commercial Overlay Districts.
2. **Manhole Relining Project** – Dun Right Services will reline twelve (12) manholes during the next two weeks.

**Items Pending Further Action by Council**

**None at this time**



Town of Sullivan's Island  
Water & Sewer Department  
843-883-5748  
[ggress@sullivansisland-sc.com](mailto:ggress@sullivansisland-sc.com)



October 5, 2011


Ms. Amanda Kraft  
Environmental Compliance Coordinator  
Water Enforcement Section  
2600 Bull Street  
Columbia, SC 29201

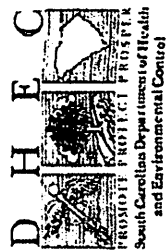
Dear Ms. Kraft,

Enclosed please accept the Bacteriological Analysis report for the monitoring period from September 1, 2011 to September 30, 2011.

Should you have any questions please contact (843) 883-5748.

Respectfully,

  
Greg Gress  
Water & Sewer Manager  
Town of Sullivan's Island



## Bacteriological Analysis Sample Summary (Part 1)

### PART 1 CAN BE USED IN ONE (1) OF TWO (2) WAYS

1. If the system has had no Total Coliform (TC) Positives samples for a compliance cycle or,
2. If the system wants to report those samples that were initial TC Absent and use Part 2 for the TC Present and all repeats.

<b>S</b>	1	0	1	0	0	0	0	3
09/01/2011								

System Number

### DESCRIPTION

- SC followed by 7 digit system number
- First day of month for monthly
- First day of quarter if quarterly
- First day of year if annual
- # of Initial Total Coliform Negative
- M=Month; Q=Quarter; Y=Year
- Number assigned by Lab Certification

4	
M	
10005001	

Lab State ID #

Note: This can be used for any system that does not have a total coliform positive.

DOES SYSTEM ADD DISINFECTION?     YES     NO

AVERAGE DISINFECTION RESIDUAL  .

AND/OR



Town of Sullivan's Island  
Water & Sewer Department  
843-883-5748  
[ggress@sullivanisland-sc.com](mailto:ggress@sullivanisland-sc.com)



October 5, 2011

Ms. Jennifer Cox  
Environmental Coordinator  
Water Enforcement Section  
2600 Bull Street  
Columbia, SC 29201

Dear Ms. Cox,

Enclosed please accept the Disinfection report for the monitoring period from September 1, 2011 to September 30, 2011.

Should you have any questions please contact me at (843) 883-5748.

Respectfully,

A handwritten signature in cursive script, appearing to read "Greg Gress".

Greg Gress  
Water & Sewer Manager  
Town of Sullivan's Island

TOWN COUNCIL'S ISLAND  
OCTOBER 18TH MEETING  
DRAFT PACKET  
NOT FINAL



**Surface Water System Monthly Report:  
Distribution System Disinfection Residual  
Bureau of Drinking Water Protection**

09/11

System Name: Sullivan's Island

System Number: 1010003

For (Month/Year):

Day	No. of Sites where Disinfectant Residual was measured. (a)	No. of Sites where Disinfectant Residual was not measured, but HPC was measured. (b)	No. of Sites where Disinfectant Residual was not detected and HPC was not measured. (c)	No. of Sites where Disinfectant Residual was not detected and HPC > 500/ml. (d)	No. of Sites where Disinfectant Residual was not measured and HPC > 500/ml. (e)
	Can Lab ID <u>10005</u>	Can Lab ID			
1					
2					
3					
4					
5					
6					
7	1				
8					
9					
10					
11					
12					
13					
14	1				
15					
16					
17					
18					
19					
20					
21	1				
22					
23					
24					
25					
26					
27					
28	1				
29					
30					
31					
<b>Total</b>	a= <u>4</u>	b=	c=	d=	e=

Compliance with Distribution System Disinfectant Residual Criteria:

$$V = (c+d+e)/(a+b) \times 100 = (0+0+0)/(4+0) \times 100 = 0\%$$

For Previous Month V = 0

Prepared by: Greg Liers

Date: 10-5-11



## **BUILDING AND CONSTRUCTION COUNCIL MEETING**

**October 18, 2011**

**Chair: Hartley Cooper**

**MONTHLY REPORT:** Attached are reports from Randy Robinson on Permits issued and expenditures.

### **Action and New Items**

- 1. Town Hall – (Action)** Coordinate with Real Estate Committee and staff as we move forward on the process of evaluating options.
- 2. Zoning Administrator Position – (Discussion)** Personnel Committee discussed this item last week and will continue to move forward in discussion with staff/Council regarding the position.
- 3. Island Club Construction Plans –** The Building Official has been working with the Island Club to complete building upgrade plans.
- 4. Sidewalk Removal - (Action)** The Town has received a request to remove the sections of sidewalk in front of 1456 and 1460 Thompson Avenue.

### **Items Pending Further Action By Council**

- A. Both of the Active items are being addressed by Council via Committee work

To: Mr. Roger Lemon  
SCDOT Maintenance Dept.  
2401 Maintenance Way  
North Charleston, SC 29406

Subject: Sidewalk Removal at 1456 and 1460 Thompson Avenue

The Town of Sullivan's Island has no issue with the existing concrete sidewalk in the Thompson Avenue right-of-way being removed at the Kelly Residence at 1456 Thompson Avenue and at the Danielson Residence at 1460 Thompson Avenue.

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Andy Benke, Town Administrator  
Town of Sullivan's Island

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Date

TOWN OF SULLIVAN'S ISLAND  
OCTOBER 18TH, 2011  
COUNCIL MEETING  
DRAFT PACKET  
NOT FINAL

## Sidewalk at 1456 Thompson Ave., Sullivan's Island

From: **Kelly Messier** (kmessier2@hotmail.com)

Sent: Mon 10/03/11 2:13 PM

To: Russell Porter Daly & Sawyer (russell@dalyandsawyer.com); Michael Daly Daly & Sawyer (michael@dalyandsawyer.com); Tim Kelly (tkelly444@mac.com); Melissa Kelly (melissakelly4@me.com)

Here's the okay to remove the sidewalk.

Tim and Melissa, can you contact the Town and neighbor's to get these letters or do you want my assistance in getting the letters?

Thanks,

Kelly Messier

From: **Lemon, Roger D** (LemonRD@dot.state.sc.us)

Sent: Mon 10/03/11 1:39 PM

To: Kelly Messier (kmessier2@hotmail.com)

Kelly removing the sidewalk should not be a problem, we will need the following items before we can allow the sidewalk removal:

- 1) Letter from the Town stating they have no issues with the removal.
- 2) Letter from both property owners where sidewalk is to be removed.
- 3) Letter from adjoining property owners stating they have no issues with the removal.

Once this information is received we can allow the sidewalk to be removed. You can scan and e-mail this to me in pdf format.

From: **kmessier2@hotmail.com**

Sent: Fri 9/30/11 1:56 PM

To: Lemon; Roger D

Cc: Russell Porter Daly & Sawyer; Michael Daly Daly & Sawyer; Tim Kelly; Sidewalk at 1456 Thompson Ave.; Sullivan's Island

Hi Roger:

I was contacting you to discuss removing the existing sidewalk at 1456 Thompson Avenue on Sullivan's Island. Last year, I discussed removing the sidewalk with Marcie Timmons.

The existing sidewalk is not continuous along the street. It is a leftover walk from when the property was part of the old Fort Moultrie base.

I spoke to Andy Benke, the town administrator, and the Town of Sullivan's Island has no objection to removing the sidewalk.

When Marcie Timmons looked at the sidewalk, it was my understanding that you did not want to give us permission to remove the sidewalk as it would leave small unconnected sections on either side. The neighbor's on the right side of the property, Bill and Carole Danielson, have no objection to removing the sidewalk from their property too. It stops at their driveway and does not extend further eastward.

It was my understanding that as long as the sidewalk was removed from both 1456 and 1460 Thompson Avenue, it would be okay as we would not be leaving any disconnected sections. The sidewalk would simply end at the 1452 Thompson driveway instead of ending at the 1460 Thompson driveway.

The sidewalk in front of 1456 Thompson has been somewhat destroyed from the house construction. The distance from the edge of the road to the property line is 8'-6". We think it would look better aesthetically to have 8 feet of lawn area than a 5' sidewalk with only 3 feet of lawn area.

When the builder, Daly & Sawyer, recently applied for the encroachment permit for the driveway, the issue of the sidewalk being rebuilt came up again. I thought that we had permission to remove it as long as we also removed the small section at 1460 Thompson and replaced the areas in the right-of-way with lawn.

Please let me know if you would like to meet on site to discuss this issue.

Sincerely,

Kelly Messier

Kelly D. Messier Landscape Architecture & Planning, LLC  
P.O. Box 386  
Sullivan's Island, SC 29482

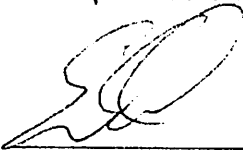
843-883-9355 office  
843-814-7430 mobile

OWN SULLIVAN'S ISLAND  
OCTOBER COUNCIL MEETING  
DRAFT PACKET  
NOT FINAL  
OCTOBER 18TH, 2011

To: Mr. Roger Lemon  
SCDOT Maintenance Dept.  
2401 Maintenance Way  
North Charleston, SC 29406

Subject: Sidewalk Removal at 1456 and 1460 Thompson Avenue

As an adjoining property owner, I have no issue with the existing sidewalk in the Thompson Avenue right-of-way being removed at the Kelly Residence at 1456 Thompson Avenue and at the Danielson Residence at 1460 Thompson Avenue.



9-07-11

Eric and Hannah Dodson  
1462 Thompson Ave.  
Sullivan's Island, SC

Date

TO W/ SULLIVAN'S ISLAND  
COUNCIL MEETING  
SEPTEMBER 18TH, 2011  
DRAFT PACKET  
NOT FINAL

To: Mr. Roger Lemon  
SCDOT Maintenance Dept.  
2401 Maintenance Way  
North Charleston, SC 29406

Subject: Sidewalk Removal at 1456 and 1460 Thompson Avenue

As an adjoining property owner, I have no issue with the existing sidewalk in the Thompson Avenue right-of-way being removed at the Kelly Residence at 1456 Thompson Avenue and at the Danielson Residence at 1460 Thompson Avenue.

William J. Wood  
William J. Wood  
1454 Thompson Ave.  
Sullivan's Island, SC

Oct 14 2011  
Date

SULLIVAN'S ISLAND  
COUNCIL MEETING  
OCTOBER 18TH, 2011  
DRAFT PACKET  
NOT FINAL

To: Mr. Roger Lemon  
SCDOT Maintenance Dept.  
2401 Maintenance Way  
North Charleston, SC 29406

Subject: Sidewalk Removal at 1456 and 1460 Thompson Avenue

As the property owner of 1460 Thompson Avenue, I would like to remove the existing concrete sidewalk in the Thompson Avenue right-of-way at both 1456 and 1460 Thompson Avenue and replace with lawn or ground cover.



Bill and Carol Danielson

Date

October 6, 2011

THOMPSON ISLAND  
COUNCIL MEETING  
OCTOBER 18TH, 2011  
NOT FINAL  
DRAFT PACKET

To: Mr. Roger Lemon  
SCDOT Maintenance Dept.  
2401 Maintenance Way  
North Charleston, SC 29406

Subject: Sidewalk Removal at 1456 and 1460 Thompson Avenue

As the property owner of 1456 Thompson Avenue, I would like to remove the existing concrete sidewalk in the Thompson Avenue right-of-way at both 1456 and 1460 Thompson Avenue and replace with lawn.



Tim and Melissa Kelly

10/10/11

Date

TOWNSHIP COUNCIL'S ISLAND  
OCTOBER 18TH MEETING  
DRAFT PACKET  
NOT FINAL

**FIRE  
COUNCIL MEETING**

**October 18, 2011**

**Mayor Carl Smith**

**MONTHLY REPORT: Attached**

1. **Structure Fire – (Information)** Report of structure fire at 2602 Myrtle Avenue October 2, 2011.

**Items pending Further Action by Council**

- A. **Beach Fires and Parties** – Previous beach fire permits have resulted in large gatherings in excess of 100 people. The Turtle Team has expressed concern about potential damage to turtle nests.

General discussion regarding beach gatherings with fire permits.

As of July 5, 2011 Chief Stith as placed a ban on beach fires because of the drought like conditions.

**RECREATION  
COUNCIL WORKSHOP MEETING**

**October 18, 2011**

**Chairwoman Mary Jane Watson**

**Action Items and New Items**

- 1. Park Foundation Report (Discussion)**
  - a) Park Cleanup- Date to be announced
  - b) Relocation of Dollhouse - update
- 2. Bike Committee Update (Discussion)**
- 3. Tennis Court Update (Discussion)**
  - a) Update on engineering RFP
- 4. Island Club -**
  - a) Update from Board meeting
  - b) Report on Bike Scavenger Hunt held on 14th

**Items Pending Further Action by Council**

**Nothing at this time**

# REAL ESTATE COUNCIL MEETING

October 18, 2011

**Dr. Patrick O'Neil – Chairman**

## **Monthly Boards and Commission Reports Attached**

### **Action and New Items**

- 1. Sullivan's Island Gadsden Cultural Center Lease – (Action)** The lease agreement with the SI Gadsden Cultural Center expired on June 30, 2011. The lease terms have become month to month.
- 2. Consideration for a Permanent Town Hall – (Action)** The Real Estate Committee met on July 21, 2011 to review the applicants. The list was narrowed to five potential architects. The candidates were interviewed on Monday August 8, 2011 at 3:30 pm. The Committee recommends to Council that Creech and Associates perform the needs assessment. The Administrator will meet with David Creech Friday September 23, 2011 for a second time to transform the scope of work into a series of tasks.
- 3. Charleston County School District Property Lease – (Action)** The Town has submitted a lease document to Charleston County School District for review and approval.

The Administrator and Fire Chief met with Southern Management Group to review the additional 220 feet +/- of Atlantic Avenue which the State Department of Transportation wants out of their system. The CCSD awaits the Town decision.

CCSD held an open meeting on Thursday September 22, 2011 6PM at Sunrise Presbyterian Church for community input and comment of the conceptual design of the Sullivan's Island Elementary School.

Council will ratify the lease ordinance at the October 18, 2011 meeting.

- 4. Urban Greenbelt Grant Project – (Action)** Attorney Dodds continues to review the grant contract.

### **Items Pending Further Action by Council**

- A. Open Space Protection for Town Parcels –** OCRM has marked the critical area for the "Old Dump" and has scheduled a similar delineation for the "Old Bridge". Chuck Dawley Surveying has completed the site survey work. Allen Environmental has submitted a contract for the

baseline report and Mt. Pleasant Land Conservancy is working with the Town Attorney and Administrator on deed restriction agreement language for review and comment by the Town.

The Town Attorney will be recording the proper documents with RMC.

**B. Island Club Structural Improvements** – The Island Club has requested an update on their request for the Town to make improvements to the building that includes a handicap ramp, ADA bathroom upgrades and window installation. The Town has received construction estimates on February 15, 2011. The Town has requested construction drawings for competitive bids.

**C. Planning Commission** – The Planning Commission continues to work toward recommendations for the CC District Zoning Overlay District and related topics.

The Planning Commission met on March 9, 2011 and agreed that front setback from the property line and setback above the street level in the Commercial District should be discussed with members of the Design Review Board. Members of the two boards met during the week of April 4, 2011; minutes are forthcoming.

The Town awaits the outcome of the DRB and PC joint meeting. Law Offices of Brady Hair continues work on the overlay ordinance for Council. Draft ordinance enclosed.

The Planning Commission held a public hearing on the Commercial District Zoning Overlay District ordinance Wednesday September 14, 2011 6:30PM in Town Hall.

**D. Accreted Land Management Plan** – Coastal Science and Engineering has tendered the final draft of the Accreted Land Management Plan. Edits include amendments to Section One to incorporate “Principles and Guidelines” and Task 7 (management units). Council began discussion of the document at the October 4, 2010 Committee meeting and will be compiling member input and comment in the coming months. Council met on March 11, 2011 between 3pm and 6pm for a tour of the area guided by Richard Porcher. Council met March 12, 2011 between 9am and 2pm to begin crafting language for the management plan in zones one and three.

Council toured Zones Two (2) and Four (4) on Thursday May 5 beginning at 6:15 PM at Town Hall.

Council held a workshop at Town Hall on Friday May 6 beginning at 2:30 PM to begin discussion and construction of the ALMP for Zones Two (2) and Four (4).

**POLICE  
COUNCIL MEETING**

**October 18, 2011**

**Mayor Carl Smith**

**MONTHLY REPORT**

**Action and New Items**

**Nothing at this time**

**Items Pending Further Action by Council**

- A. Electronic Control Devices** – The Department has completed training conducted by the Charleston County Sheriff's Department on Electronic Control Devices. Chief Howard has circulated a revised "Use of Force" policy to the Police Committee and Administrator for review. Chief Howard has completed electronic control device training.

# STREETS AND MAINTENANCE COUNCIL MEETING

October 18, 2011

**Committee Chair:** Madeleine McGee. **Members:** Hartley Cooper, Carl Smith

## ACTION ITEMS:

### FOR INFORMATION:

1. **Managed Parking** – Update from Tindale-Oliver and Associates.
2. **Dept. of Transportation Items (Administrator Liaison)** – Confirmation of trial period at Station 22.5 and Middle Streets forwarded to South Carolina Department of Transportation.

### PENDING ITEMS:

**Stormwater Pump Station 18 Street** – A meeting was held on September 9, 2010 6:30PM with residents of Station 18 Street to review the drainage options. Mr. Blanchard is reviewing SCE&G construction drawings and Thomas and Hutton site analysis for further comment and will revert to the Town. The residents have established a dialogue with Thomas and Hutton. SCE&G has provided the engineer with a complete set of drawings for the Sand Dunes Club project. **The Town awaits further comment from the residents.**