

**TOWN OF SEABROOK ISLAND**  
**Town Council Meeting of September 25, 2018**

**MINUTES**

After the pledge of allegiance, Mayor Ciancio called the September 25, 2018, Town Council meeting to order at 2:30 p.m. Councilmembers Crane, Finke, Gregg and Wells, Town Clerk Allbritton and Town Administrator Cronin attended the meeting. The meeting was properly posted and the requirements of the SC Freedom of Information Act were met.

**Minutes:**

The minutes of the Town Council meeting of August 28, 2018, the Town Budget meeting of August 28, 2018, the Emergency Town Council meeting of September 11, 2018, and the Ways & Means Committee minutes of September 18, 2018, were each unanimously approved as written.

**Financials:** Mayor Ciancio reported that revenue for the month of August was \$188,520, which was \$140,834 over budget, primarily due to higher than anticipated business license receipts in Classes 7 and 8 and the timing of the receipt of business licenses taxes collected by the Municipal Association of SC and transferred to the Town. For the year to date through August, not including funds transferred from the General Fund for road improvements, total revenue was \$944,968. Expenses for the month of August were approximately \$84,897 and were \$20,483 under budget. Expenses for the year to date were \$518,290 or \$372,684 under budget, mostly due to lower than anticipated expenditures on the roadway project. For the month of August, revenue exceeded expenses by \$103,633. On a year to date basis, not including money transferred from the General Fund for the roadway project, revenue exceeded expenses by \$426,678. For the restricted revenues, Accommodations Tax amounted to \$85,517 for the month of August or \$18,477 over budget. For the year to date, Accommodations Tax revenue was \$114,486 or \$36,294 over budget. Accommodations Tax expenditures for August were \$54,794 and were \$25,029 over budget. For the year to date, Accommodations Tax expenditures were \$169,295 or \$7,926 over budget.

**Citizens/Guests Presentations, Comments:**

Mayor Ciancio introduced Katie Arrington, who is a candidate for the U.S. House of Representatives representing the 1<sup>st</sup> congressional district. After visiting areas of South Carolina that have severe flooding, Mrs. Arrington stated that she feels it is her job, if elected, to make sure that we have the infrastructure needed to prevent catastrophic damage if an event such as Hurricane Florence should hit the Charleston area. Mayor Ciancio remarked that a meet and greet for Mrs. Arrington is being held at Bohicket Marina later in the afternoon and invited everyone to drop by to talk with her.

**Reports of Standing Committees, Commissions, Boards:**

**Public Safety/Club Long Range Planning Committee –**

**Ad Hoc Committee** – Councilman Gregg reported that Council had reviewed a revised draft of the Employee Handbook at the September 18 Ways & Means Committee meeting and proposed changes have been forwarded to outside counsel for further revision of the draft.

**Long Range Planning Committee** – The Club's Long Range Planning Committee met on September 21 and a draft revision of the Club's 2019 Strategic Plan was presented to the Committee.

**Public Safety Committee** – The Town's Public Safety Committee met on September 10, 2018. The Committee continues to work on planning guides that will address mass care and sheltering of displaced persons following a disaster event and staffing for emergency response when persons with emergency response roles are not immediately available within the community following a disaster event. The Public Safety Committee is scheduled to meet again on October 15<sup>th</sup>.

**Request of Public Assistance (Hurricane Florence)** – Councilman Gregg reported that the Town has filed its Request for Public Assistance for expenses incurred because of Hurricane Florence and the acknowledgment of the filing was received on September 21. Expenses to be considered include:

installation and removal of storm panels at Town Hall; expenses for evacuation of Town Officials; and costs for renting by-pass pumps and generators for the Utility Commission's lift stations.

Mayor Ciancio expressed his appreciation to all members of Council for helping, during the threat of Hurricane Florence, to gather information in order to disseminate public information statements during the course of evacuation.

#### **Public Relations/Communications –**

**Communications Committee** – Councilman Crane reported that the Communications Committee did not meet in August. Their next meeting is scheduled for September 27 at 1 p.m. On October 24 and 25, the Town will hold a combined training and examination session for the FCC Amateur Radio Operator license (licensing by the FCC is required for operation of HAM radios).

**Social Media** – Social media content continues to be updated according to the ongoing schedule reviewed by the Communications Committee. Town Administrator Cronin reported that the Town's followers on social media increased dramatically during the period when Seabrook Island was threatened by Hurricane Florence.

**Town Website** – Councilman Crane reported that the design process of the Town's new website is basically complete. Time constraints and other priorities have interfered with the content area, but the website is expected to be fully operational by the end of the year.

#### **Special Projects/Beach Administration –**

**Lowcountry Marine Mammal Network Agreement** – Councilman Wells reported that the Dolphin Program is going well; but, due to a decrease in the number of visitors to Seabrook Island, volunteers are now only working on Thursday, Friday, Saturday and Sunday for a period before and after low tide.

**Seabrook Island Road Improvements Update** – Councilman Wells reported that Triad Engineering & Contracting's work is continuing on one side of Seabrook Island Road. They are currently replacing the drainage pipes and have already installed two flapper gates. Other work has been added to Triad's scope but a quote has not yet been received for the additional work.

**Community and Government Relations:** No Report

**Ways & Means** – No Report

**Planning Commission** – No Report

**Board of Zoning Appeals** – No Report

#### **Reports of Ad Hoc Committees:**

**Accommodations Tax Advisory** – No Report

#### **Reports of Town Officers:**

**Mayor** –

**Committee to Examine Revision to Time Share Ordinance** – Mayor Ciancio stated that Seabrook Island has many rental properties and other properties that have multiple owners. While the Town does not want to discourage either use, we do not want Vacation Time Share Plans proliferating our community. The Town's ordinance currently provides that ownership of one-quarter (1/4) shares of a property are allowed. This does not mean that other fractional shares are either allowed or disallowed. "Vacation Time Sharing Plan," while defined in the State statute, is not defined by Town ordinance. Nor does the ordinance incorporate the State's definition. Because clarification of these issues is needed, Mayor Ciancio appointed Councilwoman Finke and Councilman Crane to a committee that will examine the time share ordinance in detail and come up with a rational proposal for Council by the December meeting.

**Planning Commission Hearing on Senior Living Complex** – Mayor Ciancio reported that the Planning Commission has scheduled two meetings to be held at the Town Hall in the coming weeks. The first will be September 26<sup>th</sup> at 1:30 p.m. At this meeting, in addition to its regularly scheduled business, the Planning Commission will discuss the meeting format and voting procedure for its consideration of the pending encroachment permit application for the Senior Living Facility. The second meeting will be on October 3<sup>rd</sup> at 1:30 p.m. At that meeting, the Planning Commission will hear and decide on the application for the encroachment permit. All meetings will be publicized and open to the public.

**Town Administrator** –

**FY 2019 Budget Update** – Town Administrator Cronin reported that the draft of the 2019 budget is about 98 to 99% complete and it will be presented to the Mayor on Wednesday, September 26<sup>th</sup>, for his review. The draft will then be sent to Council around October 1 and a budget workshop will be held on October 11<sup>th</sup>.

**Beach Patrol Year End Report** – Town Administrator Cronin reported that the Beach Patrol season for 2018 concluded after Labor Day weekend. The year-end report showed that there were 134 warnings, 3 citations, 1 call to the sheriff's department, 133 leash law violations (35% residents/65% visitors) and 194 glass on the beach violations. This year's beach patrol contract was for the 2018 year but did provide for renewals of up to two 1-year increments.

Mayor Ciancio reminded everyone that the beach patrol report demonstrates that Seabrook Island residents are aware of and generally adhere to the Town's leash law. This will go a long way to ameliorate the concerns of the Army Corps of Engineers about dogs on the beach when the Seabrook Island Property Owners Association applies for permits to relocate the Kiawah River for beach renourishment.

**Town Hall Renovations** – The Town Administrator reported that renovations to the conference room are substantially complete and painting in the lobby and office spaces is almost complete. A new ceiling fan and artwork for the lobby remain to be done.

**Town Hall Wi-Fi Upgrades** – The Town Administrator is currently looking into increasing and expanding wi-fi capability at the Town Hall and should have a price by the Ways & Means Committee meeting in October.

**Town Council Members** – See Above

**Utility Commission** – Chairman Jim Bannwart reported that plant operations were normal for the month. Financials were positive for the month and year partly due to receiving reimbursement from FEMA for Hurricane Irma expenses. The Commission is currently working on their 2019 budget.

**Petitions Received, Referred or Disposed of:** None

**Ordinances for First Reading:** None

**Ordinances for Second Reading:**

- **Ordinance 2018-06**, An Ordinance amending the Zoning Map of the Town of Seabrook Island so as to change the zoning designation for Charleston County Tax Map Number 147-02-00-020, containing approximately 0.54 +/- acres located at 2460 Seabrook Island Road, from the SR Single-Family Residential District to the AGC Agricultural-Conservation District – Mayor Ciancio explained that 2460 Seabrook Island Road is a property that was purchased by the Green Space Conservancy and, consistent with its procedures, donated to the Seabrook Island Property Owners Association, subject to conditions on its future use. At its last meeting, the Planning Commission voted to recommend that Council approve the rezoning request. Councilman Wells moved to approve Ordinance 2018-06 on second reading. Councilman Gregg seconded the motion and the vote to approve was unanimous. Councilwoman Finke recused herself from the vote since she is President of the Green Space Conservancy.

- **Ordinance 2018-07**, An Ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 32, Waterways and Beaches; Article II, Beachfront Management; Division II, Restrictions; Section 32-44, Domestic Animals/Pets; so as to define the terms “on lead” and “on a lead” – Mayor Ciancio stated that, in this ordinance, the term “lead” and “on-lead” will be defined as a physical restraint made of cord, rope, strap or other material effective for restraining the type and size of dog in question provided that it is no more than 16 feet in length. The Mayor stated that, in his research, he had found at least twenty South Carolina municipalities that have defined the term “leash” as a physical connection between the person controlling the dog and the dog. Still other communities – such as Kiawah Island – have interpreted their leash laws to exclude electronic shock collars. Councilman Gregg made a motion to adopt Ordinance 2018-07 on second reading. Councilman Wells seconded the motion and the vote to approve was unanimous.
- **Ordinance 2018-08**, An Ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 32, Waterways and Beaches; Article II, Beachfront Management; Division II, Restrictions; so as to add a new section, to be called Section 32-57, Fishing on the Beach – Mayor Ciancio stated that this ordinance gives code enforcement officers the authority, should they deem it appropriate, to request that individuals either stop fishing or fish elsewhere on the beach if they believe the activity is unsafe for other users of the beach. Councilman Crane made a motion to adopt Ordinance 2018-08 on second reading. Councilman Gregg seconded the motion and the vote to approve was unanimous.
- **Ordinance 2018-09**, An Ordinance amending the Development Standards Ordinance of the Town of Seabrook Island, South Carolina; Article 10, Buffers, Landscaping and Tree Protection; Section 10.60, Specifications for Walls, Fences and Hedges; so as to amend the general requirements for retaining walls and fences – Mayor Ciancio stated that this ordinance is to align the Town’s requirements, as to the composition of fences and walls, with those of the Property Owners Association’s Architectural Review Committee and to also make other changes involving height, location, drainage impact of walls and fences, etc. As noted by the Town Administrator in the cover memorandum to Council, the Planning Commission, because of Hurricane Florence, has not had an opportunity to review Ordinance 2018-09 and make a recommendation to Council. This ordinance is on the agenda for the Planning Commission’s September 26<sup>th</sup> meeting and will be on the Town Council agenda for second reading on October 23<sup>rd</sup>. Councilman Gregg made a motion to table consideration of Ordinance 2018-09 until the Planning Commission has an opportunity to review it and make a recommendation to Town Council. Councilman Wells seconded the motion and the vote to approve was unanimous.

**Miscellaneous Business:** None

**Citizens Comments:** A trustee of the Marsh Pointe Homeowner’s Association suggested that the ordinance pertaining to walls and fences have wording added that would grandfather existing fences. The Mayor stated that it is not the Town’s intention to make something illegal that was legal at the time it was built.

The meeting adjourned at 3:13 p.m.



Approved: October 23, 2018.

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Faye Allbritton, Town Clerk

**TOWN OF SEABROOK ISLAND**

**PUBLIC HEARING  
September 25, 2018**

**MINUTES**

A properly called and advertised Public Hearing was held on September 25, 2018, at 2:25 p.m. Mayor Ciancio conducted the meeting. Councilmembers Crane, Gregg, Finke and Wells, Town Clerk Allbritton and Town Administrator Cronin attended the meeting.

The Public Hearing was called to hear comments on the following ordinances:

**Ordinance 2018-06**

An Ordinance amending the Zoning Map of the Town of Seabrook Island so as to change the zoning designation for Charleston County Tax Map Number 147-02-00-020, containing approximately 0.54 +/- acres located at 2460 Seabrook Island Road, from the SR Single-Family Residential District to the AGC Agricultural-Conservation District

**Ordinance 2018-07**

An Ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 32, Waterways and Beaches; Article II, Beachfront Management; Division II, Restrictions; Section 32-44, Domestic Animals/Pets; so as to define the terms "on lead" and "on a lead"

**Ordinance 2018-08**

An Ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 32, Waterways and Beaches; Article II, Beachfront Management; Division II, Restrictions; so as to add a new section, to be called Section 32-57, Fishing on the Beach

**Ordinance 2018-09**

An Ordinance amending the Development Standards Ordinance of the Town of Seabrook Island, South Carolina; Article 10, Buffers, Landscaping and Tree Protection; Section 10.60, Specifications for Walls, Fences and Hedges; so as to amend the general requirements for retaining walls and fences

There were no comments on the ordinances and the meeting was adjourned at 2:30 p.m.

  
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Date: October 23, 2018