

Town of Seabrook Island
Ways and Means Committee Meeting
August 21, 2018
2:30 P.M.

After the pledge of allegiance, Mayor Ciancio called the meeting to order. Council members Gregg and Finke, Town Clerk Allbritton and Town Administrator Cronin attended the meeting. Mayor Ciancio led the pledge of allegiance and confirmed that the requirements of the South Carolina Freedom of Information Act had been met.

Mayor Ciancio introduced language that would define “on lead” and “on a lead” as those terms are used in the Town’s beach ordinance. The proposed language states that dogs under voice control or under remotely controlled devices such as electronic collars will not be considered “on lead” or “on a lead.” A resident attending the meeting encouraged Council to reconsider the exclusion of electronic collars from the definition. Council indicated it would take the residents suggestions into consideration.

Mayor Ciancio distributed copies of a letter received from the contractor doing the work on the property located at 1126 Ocean Forest asking for a six-month extension of the required September 14, 2018, date set for completion of the work established in the letter of credit posted by the owner of the property. The letter suggested that the owner had already spent or had committed expenditures of \$450,000 in renovating the subject property. Council members commented on the proposal. Councilman Gregg asked that, before consideration of the owner’s request, Council should confirm that the renovations listed in the contractor’s letter actually had been made. The Mayor proposed that inquiry be made to Charleston County Building Services in that regard. The Mayor stated that he had asked the owner and his contractor to attend the next council meeting.

The Mayor noted that the Town’s ordinance dealing with time shares purports to preclude any property within the Town from being subject to, rented or sold under any type of “vacation time sharing plan” but does not define that term. Council had an extended discussion with respect to language suggested by the Mayor that would preclude any property from being rented or sold under a Vacation Time Sharing Plan registered with the State of South Carolina. Councilwoman Finke questioned whether it would be possible to levy a tax or fee on property zoned for multi-ownership. After considerable discussion, Council agreed that it needed additional time to consider whether it would be appropriate to consider permitting vacation multiple ownership interests as defined by South Carolina law.

The Mayor said that the Town had received a number of complaints from residents regarding individuals fishing on the beach in close proximity to swimmers and

other users of the beach. He proposed that Council amend the Town's beach ordinance to empower the beach patrol to request individuals fishing to either cease or move to a different location if, in their reasonable judgement, they believe that the activity poses a risk to other users of the beach. It was agreed this matter would be put on the agenda for the next council meeting.

The Mayor suggested that, while the Town is dealing with the proposed development of the senior living complex on Seabrook Island Road, it needed to consider other properties that have the potential for development on both sides of Seabrook Island Road. The Mayor said that the Town should consider retaining professional guidance as to how it might manage future access from these parcels on to Seabrook Island Road. In that regard, Council directed the Town Administrator to obtain a quotation from ESP Associates to determine the area of the five parcels in question that are actually developable, what is allowed by the current zoning of those parcels, the highest and best potential use of those parcels and how best to integrate the access of those parcels onto Seabrook Island Road so as to minimize the disruption of traffic.

Councilman Gregg distributed a redraft of the Seabrook Island Employee Handbook. He then reviewed a number of comments and questions the Mayor had submitted with respect to the draft. Council considered each of the Mayor's comments, and changes will be made to the draft accordingly.

Town Administrator Cronin reviewed the status of the application for an Encroachment Permit, made on behalf of the developer of the senior living complex, and stated that the next Planning Commission meeting to consider the application will be held on September 12th at town hall.

Town Administrator Cronin provided an update on the Town's update of its comprehensive plan. He noted that the survey had been posted on the town's website and that the town had already received over 250 responses. The town has held two "stakeholder" meetings to receive input on the plan.

The Town Administrator then reviewed for Council the status of the town hall renovation. He noted that council chambers had been repainted, and that we were still waiting on installation of the updated recording system. He suggested that to address the need for storage, the Town would install storage cabinets in the back of Council Chambers. Renovation to the Town Administrator's office had also been completed. The Town Administrator noted that the old furniture had been given to both Camp St. Christopher and Habitat for Humanity. The conference room was being painted, the new furniture for the conference room had been ordered and was expected to be delivered shortly. Expenditures on renovations totaled slightly over \$37,732, which left almost \$50,000 to be spent under the 2018 budget. It was agreed that the remaining interior of

town hall would be painted, and renovations to the exterior would be deferred until 2019.

The Town Administrator reviewed the proposal made by Bear Cloud Software for its STR Helper software for assistance with administration of rental property regulation. The offered software will, at the basic level, create a complete list of short term rentals, including the name of the owner, the address of the property, and characteristics such as the number of bedrooms. Additional capabilities include whether the rental property in question is in compliance with other regulatory requirements of the municipality. Council agreed that the Town Administrator should obtain a license from STR Helper for service at the basic level and query the Property Owners Association as to whether it wanted to participate in the service.

The Town Administration stated that a rezoning request for 2460 Seabrook Island Road, to change from Single Family Residential to Agricultural Conservation, had been approved at the last Planning Commission meeting and that will be on the agenda for the August Town Council meeting.

The Town Administrator also reported that he should have an RFP for the Town audit and an RFP for landscape services for 2019 ready for approval at the next Ways & Means Committee meeting.

Town Administrator Cronin handed out a 2019 budget calendar that listed proposed dates for the preparation phase and the adoption phase of the 2019 budget. A pre-budget workshop, which will be a discussion of priorities for 2019, will be held prior to the August Town Council meeting on August 28 at 1:30 p.m. The Town Administrator and Town Clerk will then prepare a draft budget and submit it to the Mayor by September 17. The Mayor will review and make changes, if necessary, and present the budget to Council on October 1. Town Council will then hold workshops to discuss and make changes. First reading on the budget ordinance will be held on November 27 and the public hearing and second reading will be held on December 18.

There being no further business, the meeting adjourned at 4:49 p.m.



Town Clerk

Date: August 28, 2018