



Town of James Island, Regular Town Council Meeting  
February 17, 2022; 7:00 PM; 1122 Dills Bluff Road, James Island, SC 29412

### IN-PERSON MEETING

*(This Meeting will also be live-streamed on the Town's You-Tube Channel, see link at end of agenda)*

Notice of this meeting was published and posted in accordance with the Freedom of Information Act and the requirements of the Town of James Island.

The Town encourages the public to provide comments prior to its Town Council meeting. Residents wishing to address Council will be limited to three (3) minutes and must sign in to speak. Comments may also be sent ahead of the meeting by emailing to: [info@jamesislandsc.us](mailto:info@jamesislandsc.us), mail to P.O. Box 12240, Charleston, SC 29422, or placed inside the drop box outside of Town Hall at 1122 Dills Bluff Rd.

1. Opening Exercises
2. Public Comment
3. Consent Agenda:

a. Minutes: January 20, Regular Town Council Meeting

4. Information Reports:

- Mayor's Report
- Finance Report
- Public Works Report
- Code Enforcement Report
- James Island Arts & Cultural Center
- Island Sheriffs' Patrol Report

5. Requests for Approval by Staff:

- Scope and Fee for Small Wireless Facilities Ordinances Development (JLA Engineering)
- Quail Run Drainage Assessment Scope & Fee

- ▣ Subscription Renewal for Folly Rd. LPR
  - Landscape Maintenance of Right-of-Way @ Lighthouse Point
- ▣ Solar Panels for Town Hall and JI Arts & Cultural Center
  - Schooner Road Drainage

6. Action Items:

- Donation to Assn. of the Blind and Visually Impaired

7. Committee Reports:

- Land Use Committee
- Environment and Beautification Committee
- Children’s Committee
- Public Safety Committee
- History Committee
- Rethink Folly Road
- Drainage Committee
- Business Development Committee
- Trees Advisory Committee
- James Island Intergovernmental Council

8. Proclamations and Resolutions:

- ▣ Proclamation: 2022 National Women in Construction Week
- ▣ Resolution # 2022- 03: Naming Town Hall Office Building for former TA, Ashley Kellahan

9. Ordinances up for First Reading: None

10. Ordinances up for Second/Final Reading:

- ▣ Ordinance #2021-09 Proposed Zoning Map Amendment @1715 Oak Point Rd. from Low-Density Suburban Residential (RSL) to General Office District (OG) for Fishing/Hunting Guide Services and Office Uses

11. Old Business:

- Presentation Update for LPR Camera – Henry Beck, NDI

12. New Business:

13. Executive Session: The Town Council will/may enter into an Executive Session in accordance with 30-4-70(a) Code of Laws of South Carolina. Upon returning to Open Session. Council may act on matters discussed in Executive Session.

14. Return to Regular Session:

15. Announcements/Closing Comments:

16. Adjournment

This meeting will also be live-streamed and available for public view via the Town's YouTube channel:  
<https://www.youtube.com/channel/UCm9sFR-ivmaAT3wvHdAYZqw/>

The Town of James Island held its regularly scheduled meeting on Thursday, January 20, 2022 at 7:00 p.m. at the Town Hall, 1122 Dills Bluff Rd., James Island, SC. This meeting was held virtually on Zoom.

Roll Call: The following members of Town Council were present: Boles, Mignano, Milliken, Mullinax, and Mayor Woolsey, presided. Also, Town Administrator, Ashley Kellahan, Town Attorney, Bonum S. Wilson, Finance Director, Merrell Roe, Public Works Director, Mark Johnson, JI Arts & Cultural Center Development Coordinator, Caroline Self, Island Sheriff's Patrol, Lt. Shawn James, Patrol Division/Town of James Island, Deputy Chris King, and Town Clerk, Frances Simmons. A quorum was present to conduct business. This meeting was held in accordance with the Freedom of Information Act and the requirements of the Town of James Island with notices provided to the public.

Public Comment: None present to speak.

Consent Agenda:

Minutes of December 16, Regular Town Council Meeting: Motion to approve was made by Councilman Milliken, seconded by Councilwoman Mignano. Councilman Boles' had technical difficulty during the roll call. Motion passed.

Information Reports:

Finance Report: Finance Director, Merrell Roe summarized the monthly report by reviewing revenue and expenditures for the month. Accepted as information.

Administrator's Report: Town Administrator, Ashley Kellahan gave an overview of the Administrator's report and summarized the month's activities. Accepted as information.

JI Arts & Cultural Center Report: Arts & Cultural Center Development Coordinator, Caroline Self gave an overview of current and upcoming events scheduled at the Arts Center. Councilman Milliken complimented Mrs. Self for the excellent amount of progress that has been made and everyone for this great facility.

Public Works Report: Public Works Director, Mark Johnson gave an overview of projects undertaken by the PW Department. His report was accepted as information. Councilman Mullinax inquired about the power connection to the speed detection sign on Ft. Johnson Rd. and Mr. Johnson replied that Dominion Energy is working with our contractors to get it setup which should be done soon. Councilman Milliken asked the timeline for the next phase of the Dills Bluff sidewalk because a number of people have been asking about it. Mr. Johnson noted that many people have also asked him about. He said as soon as information becomes available it will be made public.

Mrs. Kellahan clarified the two phases going on right now. One is the phase that we have permitted with the design phase from Seaside to Condon (that we have received CTC funding for and the County is moving forward with). And, the other phase we've approved the design and survey costs; the survey has been completed. Mayor Woolsey asked where the final steps would go and Mr. Johnson stated the final phase is from Condon to Ft. Sumter and Ft. Sumter to Harbor View Rd.

Island Sheriff's Patrol Report: Lt. James reported that some Island Sheriff's Patrol hours were allocated in December due to that being a high rise in crime time. He announced that 2021 was a phenomenal year having only a few break-ins/complaints. Lt. James complimented the Town for having the LPR camera on Harbor View Rd. He said because of this an elderly person with dementia was located. Councilman Boles shared a concern about juveniles riding dirt bikes/4-wheelers at night without headlights on their bikes in areas not properly lighted. Lt. James agreed that is a problem and when the youths are encountered, they are turned over to a parent. Deputy King agreed as well noting this is a situation that is being worked on. Councilman Boles said perhaps a place is needed where youths could ride safely and he asked Lt. James if he could assist with that. Lt. James thought perhaps an informational flyer could be done but expressed concerns about possibility liability in doing that.

Requests for Approval by Staff:

Dock Street Park ADA and other Improvements: Mrs. Kellahan reported that the PARD Grant recently submitted was for some improvements at Dock Street Park. She presented to Council the Scope and Fee for these services from

Stantec. She noted the issues about the dock and a need for improving playground equipment to make it handicapped accessible. The cost of the survey is \$3,000 and the Master Planning Services is \$5,000. Mrs. Kellahan said most of the cost would be covered by a grant that is between \$5,600 or \$5,800 and the Town would commit \$1,000, so most of the cost would be reimbursed to us. Motion in favor by Councilman Milliken, seconded by Councilman Boles.

Vote

Councilman Boles	Aye
Councilwoman Mignano	Aye
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Aye

Unanimous.

Pipe/Apron Repair on Starboard Rd: Mrs. Kellahan presented for approval the repair of the pipe/apron at 1051 Starboard Rd. because of a failed section of concrete there. The cost for the County to repair is \$10,996. Motion in favor by Councilman Boles, seconded by Councilman Milliken.

Vote

Councilman Boles	Aye
Councilwoman Mignano	Aye
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Aye

Unanimous

Budget Proposal to Write Grant: Mrs. Kellahan gave an overview of the request for Global Partners to secure a Land and Water Conservation Grant for the Town. The cost is \$2,000 to write and submit the Grant. Motion in favor by Councilman Boles, seconded by Councilman Milliken.

Councilwoman Mignano asked if the Grant would be for the dock at Dock Street Park and Mrs. Kellahan said it would be for Brantley Park. Councilwoman Mignano referenced the maximum Grant Award of up to \$300,000 and asked if that would pay the entire cost of the dock. Mrs. Kellahan said it possibly could but she did not have those figures in front of her. Most likely a match would be required from the Town but at this time it is uncertain what that percentage would be. Mayor Woolsey noted the unlikelihood of a replacement dock costing \$300,000.

Councilman Boles requested clarification that Council is voting to secure a Grant for funds outside of the Town's coffeur and Mayor Woolsey confirmed. Councilman Boles added that docks are expensive projects and we've had a lot of wrestling with this particular one. It is condemned or it should be condemned and it is a hazard. He said if we could identify outside funds to help make it safe, it seems like investing a little money in writing a Grant is a wise use of money. Councilwoman Mignano agreed.

Vote

Councilman Boles	Aye
Councilwoman Mignano	Aye
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Aye

Unanimous

Purchase of Two (2) Additional Radios: Mr. Johnson reported that staff has been working on an Emergency Action Plan for Safety and Security at the Mayor's direction. In discussions with staff it was determined there is not enough communication. He explained that Caroline Self has no way to get help quickly if she needs to except to phone Town Hall or to pull the panic button. One of the radios would be for the Arts & Cultural Center and the other used by Field Operations staff. Motion in favor by Councilman Mullinax, seconded by Councilwoman Mignano.

Councilman Milliken asked moving forward if there would be compatibility with the phones we already have and anything new such as 5G or other networks. Mr. Johnson said these are 800 megahertz radios that works with the County's system. The Town has its own frequency with capability to reach EMS, Fire, and Law Enforcement. Cost: \$5,662.

Vote

Councilman Boles	Aye
Councilwoman Mignano	Aye
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Aye
Unanimous	

Scope and Fee for Camp & Folly Easement Improvements: Mrs. Kellahan reported that some time ago Council voted to look at having welcome signs and flags in our easement but that was held off until the Chase Bank was completed because of landscape buffering, multi-use paths, and the bus shelter. Stantec, (who did the original conceptual) has gotten a lump sum of \$3,800 to look at this again. Motion in favor by Councilman Mullinax, seconded by Councilman Milliken.

Councilman Mullinax said he read in Stantec's proposal that the American Flag with other flags would be optional. He stated wanting to make sure Stantec is aware that his Resolution is for six flags; one to represent each branch of service along with Coast Guard and State Flag. Mrs. Kellahan said that was discussed and she think they will propose different options. She explained one way to approach this was to have a stand-alone flagpole with the American and State flags, which is something Chase Bank could manage because staff will not always be available to raise/lower the flag. She said an option is to have a place to display all of the flags during special occasions, (such as for Veterans and Memorial Day); and whether to fly (or not fly) them all the time. Mrs. Kellahan said these things were discussed is why the proposal reads the way it does and Councilman Mullinax noted that this could be revisited as the process moves along.

Councilman Milliken said since we are in the early stage and there is an actual structure, perhaps there is the need for lighting and he hopes solar power could incorporated into this prospectus. He think solar would save us money in regard to wiring the bus stop or the signage area. He said if there are flags, including the American flag, it would need to be illuminated if left up at night. Mrs. Kellahan thought the shelter that CARTA is going to install and pay for, has solar capabilities. Mrs. Kellahan did a screen share and gave an overview of the project. She also mentioned that Councilman Mullinax had the idea to name the area or after a veteran or have a marker there and thought the VFW could help with that. Councilwoman Mignano thought all of the flags should be considered in the development of the design. She had mentioned that idea to the Commander at the VFW who was excited to hear about the flags.

Councilman Boles rose to a point of order that the idea of honoring service members is great, but he does not see that in any of the pictures or in the proposals and is concerned that we are going to spend a lot of money on things that doesn't have anything to do with raising flags Councilman Mullinax talked about. Mayor Woolsey made the correction that it is not a point of order, it is general discussion.

Councilman Boles recalled that the Town contributed \$100,000 to purchase the corner; then the lots were consolidated and sold to Chase Bank. He said a lot has changed since then. He referred to the drawn concept on the Town sign, that one side has benches and a bus stop that is not there. He said, if anything, Council should vote on putting up flag poles and light them. He said the corner property could have been a lot of things, but now it is a Chase Bank and our easement is a parking easement with some requirement that we maintain landscaping. Councilman Boles moved to amend the motion to approve putting in the flag poles Councilman Mullinax recommends and nothing else. He said it would be great to honor our service members and putting in the other signs is not a wise expenditure of money because we do not have the schematics to hire an engineer for a new design. Mayor Woolsey clarified that the amendment is to have no mention of signage or design. He stated that Council has already passed a motion to put flags in this spot and the request before Council is to develop a plan to include informational signage. He said Councilman Boles'

amendment is to remove informational signage and only have flags. There was no second to the amendment and it failed.

Councilwoman Mignano said she understood what Councilman Boles referred to because with Chase Bank there the road looks significantly narrower than what was previously presented to them. She said it seems Chase is closer to the road and that would present difficulty in deciding where to place signage without blocking the visibility of drivers on an already dangerous intersection. Mrs. Kellahan responded that there is enough room and she met with Signature Signs today who put up the sign for Brantley Park. She said Mr. Horn is an expert in knowing where to place signs and would defer to him.

Mayor Woolsey said in his view this is why we need to hire Stantec to evaluate the location and concerns that driver visibility will not be interfered with anything we add or can put there. He believes the original design from two years ago tells us next to nothing about what we can do under these current circumstances. With regard to the Town's easement, Chase is not allowed to put anything there. The Town is allowed to make public improvements, which could be flag poles, flags, or signs. But exactly what will fit now in that area, and fit in a way that fits with Chase, does not include a bus shelter because that is now on the other side of Chase. He said we need help in designing something that looks nice and more than having the PW Director dig holes and place flag poles in them. He said the Town needs something to be proud of and Stantec's proposal is a wise move.

Councilman Milliken asked for verification that we have budgeted \$12,000; and with \$3,800 for the plan we will probably need to rethink allocation for this improvement. Councilman Milliken's other question was to make sure we are in compliance with SCDOT regulations for signage and flagpoles close to their right-of-way. Mayor Woolsey agreed with that point and noted that Stantec would be sure we are in compliance.

Councilman Boles further that this corner is not a wise expenditure of constituents money; to dress up the corner Chase Bank now occupies. He commented that it could've been something else but he was out voted. He hopes Council thinks long and hard before spending more money on the Chase Bank corner on Camp & Folly Rd. He thinks Councilman Mullinax's idea to put up flags is a sound idea and the Town's money would be better spent.

Councilwoman Mignano further expressed concerns about the corner. Her office is across from that corner and though she was unfamiliar with how deep our easement is in front of Chase, she has concerns with people coming down Folly Rd. and a sign would be hard to see on that side. She is unsure how beneficial it would be and how many people would actually see it if they were in front of Chase Bank. We may be better served by having a Town sign (such as on Harbor View) further down on Camp Rd. where there is not much traffic.

Mayor Woolsey said Council would be given options about the informational signage and visibility. He said we are hiring people who know their job and make sure everything is safe before we construct anything and that would come back to Council.

Councilwoman Mignano asked about the \$3,800 and Mrs. Kellahan said if Council approves moving forward we would pay Stantec \$3,800.

Vote

Councilman Boles	Nay
Councilwoman Mignano	Nay
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Aye

Passed: 3-2

New Website:

Mrs. Kellahan reported that a part of the 2021-2022 approved budget is an allocation of funds to redesign our website to make it informative, intuitive, and accessible. Staff recommends utilizing our existing partner, VC-3. She said prices were compared to similar sized city websites and the lowest price upfront was @ \$20-24K with annual hosting/maintenance fee of \$4,000. Staff recommends award to VC-3 for \$12,500; and monthly @ \$350. Motion in favor by Councilman Boles, seconded by Councilwoman Mignano. Councilman Boles said he had shopped websites

for his business and agree this price is reasonable and the Town's website could use a more modern look. Councilman Milliken asked and received information that we currently pay \$125 month for hosting and it is all encompassing. Councilman Milliken asked if bids were not required and Mrs. Kellahan said we did not have to bid because VC-3's prices are reflective and we have a contract with them for other computing needs and we get a discount.

Vote

Councilman Boles	Aye
Councilwoman Mignano	Aye
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Aye
Unanimous	

Action Items:

Donation to Association of the Blind and Visually Impaired: Councilman Boles reported the rep had a conflict in attending tonight's meeting and asked to defer this request to the February meeting. Motion to defer was made by Councilman Boles, seconded by Councilman Mullinax.

Vote

Councilman Boles	Aye
Councilwoman Mignano	Aye
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Aye
Unanimous	

Retain Joe Qualey as the Legal Counsel to assist with Property Tax Restructuring: Motion in favor by Councilman Boles, seconded by Councilman Milliken. Councilman Boles spoke that during Council's discussion about Stantec, they were referred to as a company the Town trusts. He said Joe Qualey is someone who can be trusted to help the Town. Mr. Qualey is experienced; having served as a Town Councilman, County Councilmember; is an attorney and a James Island resident. He said you may not always like what Joe says, but he is a person of integrity that speaks the truth. Councilman Boles said he thinks we are running out of time in coming up with an alternative to the Cost Sharing Agreement we had in place for many years. He understands the Town placed an ad for interested parties and he is sure there are others who are smart, qualified and could help us. But thinks Mr. Qualey is uniquely qualified to help us develop an alternate plan. Councilman Boles asked Council to join him and vote to retain Mr. Qualey as legal counsel for the property tax restructuring. He said Council will need to vote on Mr. Qualey's proposal and may/may not decide to follow it but he cannot think of anyone more suited to help us and give us an honest and helpful advice. Councilman Mullinax agreed. He has known Mr. Qualey for 12 years, and he is a personal friend. He expressed concern that we ran the ad and could open ourselves to trouble. He suggested letting the ad run its course and have a special meeting after that. He said Mr. Qualey has done a lot for the Town and is one of the early pioneers. Councilman Mullinax moved to defer a vote until the ad run ends, Mayor Woolsey seconded. Councilman Boles said he did not believe there would be a civil liability if the Town decides to proceed before the ad ends. He recalled during the last Cost Sharing meeting that he changed his vote and now it's almost a year later with no alternate plan. He said the Town needs to lower taxes for the residents of James Island residents; one of our highest duties and encouraged everyone to vote in favor of retaining Mr. Qualey.

Mayor Woolsey said that we received two submissions, one from Mr. Qualey and the other from the County Attorney for Berkeley County. He said we are week out from the ad deadline and supports Councilman Mullinax's motion to defer. As discussion continued Mayor Woolsey noted that assigning Mr. Qualey before the ad ends would exclude candidates that are white male, people of color, and female, and also that a special meeting could be held after the deadline. Councilwoman Mignano commented that the statement about white male, people of color and women was unnecessary. Councilman Milliken stated it would have been helpful to include Council's input, and the urgency of waiting on a decision is another week that we don't have. After discussion, Mayor Woolsey called for the vote to defer:



Vote to Defer:

Councilman Boles	Nay
Councilwoman Mignano	Nay
Councilman Milliken	Nay
Councilman Mullinax	Aye
Mayor Woolsey	Aye
Failed	

Main Motion:

Councilman Boles	Aye
Councilwoman Mignano	Aye
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Nay
Passed	

Committee Reports:

Land Use Committee: Councilwoman Mignano reported that the BZA at its meeting on January 18 denied the request for a Special Exception for Beverage/Related Products Manufacturing and Alcohol Sales and Consumption in the Community Commercial District at 1622 Camp Rd.

Environment and Beautification Committee: Councilman Milliken reported that James Island Pride hosted an island-wide litter pickup with Surfrider Charleston and the SCDOT on Sat. Jan. 15. 57 volunteers removed over 114 bags of litter from our island roadways. He said this was a great turnout with great success. He thanked Charleston County Deputies for traffic control around the access road on Folly to Harbor View Road, and around the connector access ramp. Councilman Milliken said he hopes with the roadways looking as great as it is now, that people would think twice before littering. The next event is scheduled for March 19 and hopefully they will get just as many people to volunteer to pick up litter.

Children's Committee: No Report.

Public Safety Committee: Councilman Mullinax announced the next meeting of Neighborhood Council on Thursday, the 27<sup>th</sup> at 7:00 p.m.

History Committee: Mayor Woolsey announced that the History Committee continues to meet the first Tuesday of the month virtually at 6:00 p.m. because of COVID concerns. A subcommittee has been established to look into history trails that includes signage at various locations. The committee is also working on events for the First Shot Ceremony scheduled for spring at Ft. Johnson.

Rethink Folly Road: Mayor Woolsey announced that Councilwoman Mignano is now a member of the Steering Committee. The next meeting is scheduled for February when they will be electing a new Chair and Vice Chair. Mayor Woolsey previously served as Chair and City Councilwoman Jackson as Vice Chair.

Drainage Committee: Councilman Mullinax announced meeting on February 9<sup>th</sup> at 3 p.m.

Business Development Committee: Councilman Boles announced plans to begin meeting soon. Anyone with questions may reach Councilman Boles by emailing him.

Trees Advisory Committee: Councilman Milliken announced plans for the Tree Award Program and for upcoming Tree Interns to survey rights-of-way on the island. An extended list of trees have been added to the website.

James Island Intergovernmental Council: Mayor Woolsey announced a meeting date has not been scheduled but the order of business at the next meeting is to elect a new chairperson.

Proclamations and Resolutions:

Resolution #2022-01: TST Funding for FY 2023 for Regatta Road: Motion in favor by Councilman Milliken, seconded by Councilman Boles.

Vote:

Councilman Boles	Aye
Councilwoman Mignano	Aye
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Aye
Unanimous	

Resolution #2022-02: Request Staff to Investigate Affordable Housing Options: Motion in favor by Councilman Mullinax, seconded by Councilman Milliken. Councilman Mullinax stated that he read an article in the Post & Courier about Charleston County purchasing vacant homes to fix them up. This information led him to the idea of the Town possibly using money from the American Rescue Plan for affordable housing as there is a critical need in the Town. Council Mullinax requested that staff investigate programs the Town could initiate/or enter into a partnership with Charleston County (or through other means) for affordable housing in the Town. Both Councilman Boles and Councilman Milliken thought this was an excellent idea and is worthwhile to study.

Vote:

Councilman Boles	Aye
Councilwoman Mignano	Aye
Councilman Milliken	Aye
Councilman Mullinax	Aye
Mayor Woolsey	Aye
Unanimous	

Ordinances up for First Reading: None

Ordinances up for Second Reading: None

New Business:

Councilman Boles took this opportunity to recognize Town Administrator, Ashley Kellahan to thank and complement her on her role as Town Administrator and the work she has done for the Town. He wished her the best in her new position with the Municipal Association.

Executive Session: Not needed

Announcements/Closing Comments:

Mayor Woolsey recognized Town Administrator, Ashley Kellahan and presented her with the Key to the Town for outstanding work. Mrs. Kellahan served as Town Administrator from October 2013 to February 2022 and has far exceeded his expectations. He complimented her for the successful building of the Town Hall, the creation of the James Island Arts & Cultural Center and the numerous other projects she was a part of. Mrs. Kellahan will be the Field Services Regional Manager with the Municipal Association.

Councilwoman Mignano congratulated Mrs. Kellahan stating that she will be missed. She appreciated her willingness to help when she was elected to Council.

Councilman Milliken thanked Mrs. Kellahan for her work on the Town Hall along with many other projects and cannot imagine how things would've turned out without her guidance. He is appreciative that she will remain here on James Island and hopes she will be coming to the Town Hall every now and again.

Councilman Mullinax thanked Mrs. Kellahan for all of her help over the years and wished her success in her new job.

Lt James and Deputy King also thanked Mrs. Kellahan for the support she has given to them with the Island Sheriff's Patrol and her ability to make things happen.

Mrs. Kellahan thanked everyone for the privilege of working for the Town and could not have asked for a better staff, Mayor, and Council to work with. She is grateful that her new position with the Municipal Association as a Field Services Manager will keep her and her family here on James Island, a place that she loves dearly. While it's sad to say goodbye, she is excited to be taking her next step in a new position.

Adjournment: There being no further business to come before the body, the meeting adjourned at 8:56 p.m.

Respectfully submitted:

Frances Simmons  
Town Clerk

DRAFT

# Town of James Island

% FY Complete 58%

## Monthly Budget Report

Fiscal Year 2021-22

	1st Quarter			2nd Quarter			3rd Quarter	4th Quarter	TOTAL	BUDGET
	July	August	September	October	November	December	January	June		
<b>GENERAL FUND REVENUE</b>										
Accommodations Tax					14,665				14,665	25,000
Brokers & Insurance Tax			346			5			351	952,000
Building Permit Fees		884	812		1,620	1,636	2,116		7,069	11,000
Business Licenses	8,456	8,067	17,323	10,106	2,974	27,170	6,824		80,919	375,000
Contributions/Donations-Park						100			100	
Grant Reimbursement							69,718		69,718	
Franchise Fees	135,813			2,807	43,540		2,715		184,875	332,500
Interest Income	29	29	28	29	26				143	500
Alcohol Licenses -LOP									-	10,000
Local Assessment Fees			1,226			759			1,986	2,000
Local Option Sales Tax (PTCF)			121,262	120,719	93,904	189,826	96,122		621,833	1,100,050
Local Option Sales Tax (rev)			49,487	47,810	41,090	80,857	42,506		261,750	442,000
Miscellaneous	1		588		1,151	25,000			26,741	500
Planning & Zoning Fees	1,586	2,140	1,058	1,144	993	1,005	551		8,477	12,500
State Aid to Subdivisions					64,844				64,844	273,228
Telecommunications									-	17,000
Homestead Exemption Tax Receipts									-	50,000
Facility Rentals	302	606	152	604	456	300	910		3,330	5,400
Storm water Fees	900	700	300	400	500	400	500		3,700	
ARP Allocation			1,854,631						1,854,631	3,709,261
	<b>146,188</b>	<b>11,726</b>	<b>192,283</b>	<b>183,218</b>	<b>265,765</b>	<b>326,658</b>	<b>221,461</b>	<b>Total</b>	<b>1,346,800</b>	<b>3,608,678</b>
								<b>% of Budget</b>		<b>37%</b>

## ADMINISTRATION

Salaries	31,627	21,068	21,261	21,297	21,261	36,244	21,318		174,078	289,306
Benefits, Taxes & Fees	12,966	8,742	8,898	8,902	8,877	13,921	9,154		71,462	107,562
Copier	330	337	609	337	337	733			2,682	5,500
Supplies	104	478	456	316	337	175	257		2,123	7,000
Postage		314	200	3,325	414		200		4,453	6,000
Information Services	412	4,398	4,281	5,556	3,844	9,550	2,190		30,230	67,800
MASC Membership									-	5,500
Insurance	15,216		1,563		13,582	17,801			48,162	48,615
Lobbying Services				2,000		4,000	2,104		8,104	
Legal & Professional Services		660	6,769	510	3,401				11,340	69,000
Town Codification		1,493	110	603			793		2,998	1,400
Advertising			524			24	7		554	5,000
Audit	4,000						8,500		12,500	15,500
Mileage Reimbursement	27	30	27	31	28		28		171	800
Employee Training & Wellness		540		540			675		1,755	3,800
Dues and Subscriptions	60			60					120	1,500
Training & Travel									-	2,000
Grant Writing Services		500		500	1,500	1,000			3,500	16,000
Employee Appreciation	22	25	25			21	91		183	800
Mobile Devices	118	171	219	189	106	184			987	2,620
Credit card (Square)	116	180	113	72	95	61	67		704	
Bank Charges (Payroll Expenses)	309	319	322	322	329	326	328		2,255	2,000
	<b>65,308</b>	<b>39,254</b>	<b>45,376</b>	<b>44,559</b>	<b>54,135</b>	<b>93,197</b>	<b>36,530</b>	<b>Total</b>	<b>378,360</b>	<b>657,703</b>
								<b>% of Budget</b>		<b>58%</b>

## ELECTED OFFICIALS

Salaries	5,654	3,769	3,769	3,769	3,769	5,654	3,769		30,154	50,000
Benefit, Taxes & Fees	6,464	4,328	4,347	4,347	4,347	6,521	4,384		34,739	49,000
Mayor Expense	60			60			60		180	1,000
Council Expense									-	2,000
Mobile Devices	38	38	38	38	38	38			228	500
	<b>12,216</b>	<b>8,136</b>	<b>8,154</b>	<b>8,214</b>	<b>8,154</b>	<b>12,213</b>	<b>8,213</b>	<b>Total</b>	<b>65,301</b>	<b>102,500</b>
								<b>% of Budget</b>		<b>64%</b>



## PUBLIC WORKS

Mileage Reimbursement					23				23	300
Training & Travel									-	1,925
Public Outreach					20				20	500
Projects		770	303	28,976		47			30,096	120,000
Signage	69	1,616							1,685	8,000
Mobile Devices	6	132	32	89	89	59			406	1,345
Uniform / PPE				195	100				295	700
Supplies	136	252	220	1,072		39			1,719	8,000
Emergency Management	492	552	590	542	542	557	1,334		4,609	25,000
Dues and Subscriptions		225		13					238	425
Asset Management	25,000	39	39	581	39	39			25,737	35,000
Tree Maintenance and Care						1,040			1,040	20,000
Groundskeeping	9,453	118	4,175	4,401	4,912	4,312	4,374		31,746	70,000
	<b>35,156</b>	<b>3,705</b>	<b>5,359</b>	<b>35,869</b>	<b>5,725</b>	<b>6,093</b>	<b>5,708</b>	<b>Total</b>	<b>97,614</b>	<b>291,195</b>
								<b>% of Budget</b>		<b>34%</b>

## CODES & SAFETY

Mileage Reimbursement									-	100
Equipment									-	900
Radio Contract		342				342			684	1,400
Training									-	500
Supplies			828		27				855	250
Uniform / PPE									-	250
ISP Dedicated Officer Annual Expense					13,377				13,377	64,830
ISP Programs & Supplies	30	665	1,040	868	44	2,039	1,739		6,424	15,000
ISP Salaries	13,174	15,570	16,515	15,539	17,848	26,837	16,577		122,059	188,955
Benefits, Taxes & Fees-ISP	3,545	4,294	4,531	4,262	4,844	7,418	4,645		33,539	56,270
Unsafe Buildings Demolition		9,950							9,950	10,000
Overgrown Lot Clearing									-	2,000
Animal Control						3,000			3,000	500
Crime Watch Materials						273			273	250
Mobile Devices	30	30		30	29	29			147	360
Membership/Dues									-	250
	<b>16,779</b>	<b>30,850</b>	<b>22,914</b>	<b>20,698</b>	<b>36,169</b>	<b>39,937</b>	<b>22,961</b>	<b>Total</b>	<b>190,308</b>	<b>341,815</b>
								<b>% of Budget</b>		<b>56%</b>

## PARKS & RECREATION

JIRC Contribution									-	4,750
Park Maintenance	1,170	4,868	559	1,039	479	529	394		9,039	12,000
Special Events			507	432					939	5,000
Youth Sports Program						1,400			1,400	14,725
		<b>4,868</b>	<b>1,066</b>	<b>1,471</b>	<b>1,879</b>	<b>529</b>	<b>394</b>	<b>Total</b>	<b>11,378</b>	<b>36,475</b>
								<b>% of Budget</b>		<b>31%</b>

## FACILITIES & EQUIPMENT

Utilities		3,476	3,139	2,865	2,760	2,630	2,790		17,660	42,000
Santee Str. Public Parking Lot										
Security Monitoring	76	91	152		76	76	76		547	1,000
Janitorial	587	550	617	625	550	587	550		4,066	7,920
Equipment / Furniture				137					137	5,700
Facilities Maintenance			75	2,080	118	75			2,349	6,500
Vehicle Maintenance Expense	339	427	1,692	699	302	199	1,539		5,197	6,500
Fees and Taxes						407			407	
Generator Maintenance		1,566					388		1,954	2,410
Street Lights		12,983	12,971	13,377	14,346	12,906	12,895		79,478	154,000
	<b>1,002</b>	<b>19,093</b>	<b>18,646</b>	<b>19,783</b>	<b>18,153</b>	<b>16,880</b>	<b>18,238</b>	<b>Total</b>	<b>111,795</b>	<b>226,030</b>
								<b>% of Budget</b>		<b>49%</b>

## COMMUNITY SERVICES

Repair Care Program		500		12,800					13,300	35,000
Teen Cert Program									-	500
Drainage Council									-	500
History Council		618			1,016				1,634	3,780
Neighborhood Council		34			11				45	3,750
Childrens Council									-	500
Business Development Council									-	3,500
James Island Pride			75				181		256	3,500
Helping Hands	375					34			409	500
Tree Council			299			101			401	3,500
Community Service Contributions						30,000			30,000	30,000
		<b>1,152</b>	<b>375</b>	<b>12,800</b>	<b>31,163</b>	<b>-</b>	<b>181</b>	<b>Total</b>	<b>46,046</b>	<b>85,030</b>
								<b>% of Budget</b>		<b>54%</b>



## CAPITAL PROJECTS

<b>INFRASTRUCTURE</b>								-	
Dills Bluff Sidewalk Phase III					3016		3,016	174,570	
Dills Bluff Sidewalk, Phase IV							-	28,000	
Lighthouse Point & Ft. Johnson Intersection							-	38,000	
Lighthouse Point Blvd Sidewalk and Drainage Phase I							-	55,000	
Regatta Road Sidewalk					153		153	133,500	
Town Hall Solar Panels							-	100,000	
Capital Improvement Projects							-	25,000	
Secessionville to Ft. Johnson Sidewalk Connector							-	13,000	
Nabors Phase I							-	25,500	
Underground Power Lines							-	60,636	
Hazard Mitigation Project					339		339		
Traffic Calming Projects							-	30,000	
Water Quality/Sewer Infrastructure Projects								1,854,630	
							<b>Total</b>	<b>3,508</b>	<b>2,537,836</b>
							<b>% of Budget</b>		<b>0%</b>
<b>Capital Equipment</b>									
LPR Camera - HBVR							-	24,510	
Public Works Equipment						9636	9,636		
<b>PARK IMPROVEMENTS</b>									
Pinckney Park		11792		-17			11,775	14,030	
Park Projects							-	69,000	
<b>DRAINAGE PROJECTS</b>									
Greenhill/Honey Hill Drainage Phase I-II		5600			4450	4733	14,783	261,000	
Lighthouse Pt. Sdwalk & Drainage Phase 1							-	55,000	
Oceanview Stonepost Drainage Basin -I-II	3728	141	12563			1300	17,732	59,000	
Drainage Outflow Valve Devices							-	48,000	
Drainage Improvement Projects							-	2,004,631	
James Island Creek Basin Drainage Improvements						4675	4,675	145,500	
Highwood Circle Drainage Improvements							-	29,600	
Quail Run Drainage Improvements		5125			6000		11,125	35,000	
Highland Ave Drainage Improvements							-	90,975	
	<b>0</b>	<b>3,728</b>	<b>22,658</b>	<b>12,546</b>	<b>10,789</b>	<b>9,202</b>	<b>Total</b>	<b>76,741</b>	<b>2,728,706</b>
							<b>% of Budget</b>		<b>3%</b>

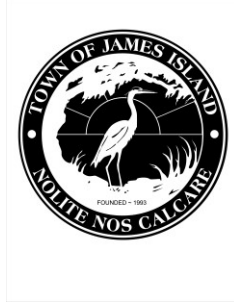
**JIPSD FIRE & SOLID WASTE SERVICES**

JIPSD Tax Relief	89,000	89,000	89,000	89,000	89,000	89,000	89,000		<b>623,000</b>	<b>1,068,000</b>
Auditor Expense								1,000	<b>1,000</b>	<b>5,000</b>
								<b>Total</b>	<b>624,000</b>	<b>1,073,000</b>
								<b>% of Budget</b>		<b>58%</b>

## HOSPITALITY TAX

Hospitality Tax Revenue	58,426	57,651	54,835			92,873	65,726		329,511	540,000
Hospitality Tax Transfer In									-	210,600
<b>TOTAL</b>									<b>Total</b>	<b>750,600</b>
									<b>% of Budget</b>	<b>0</b>
<b>GENERAL</b>										
The Town Market									-	2,975
Rethink Folly Phase I-III, Staff Cost-Sharing			6,018			2,305	1,911		10,234	20,000
Santee Street Public Parking Lot	14,400						15,000		29,400	28,200
James Island Arts & Cultural Center Ops	1,339	6,584	10,662	6,853	8,688	9,756	6,183		50,065	105,200
Promotional Grants					7,000				7,000	20,000
Public Safety of Tourism Areas	5,583	6,802	7,362	6,890	12,038	12,098	7,654		58,426	108,101
Camp and Folly Landscaping Maintenance									-	5,400
Community Events	2,000				484	1,021			3,504	5,000
Total Non-Capital Expense									<b>Total</b>	<b>294,876</b>
									<b>% of Budget</b>	<b>54%</b>
<b>PROJECTS</b>										
Camp/Folly Bus Shelter									-	25,000
Hazzard Mitigation Project					339				339	
Wayfinding Signage									-	12,000
Folly Road Beautification									-	10,000
Brantley Park	4,156		11,275	189		5,453	1,548		22,620	234,837
Brantley Park Ops			600	200					800	
James Island Arts & Cultural Center	365	76,263	9,429	291	2,088	7,450	1,081		96,967	200,000
James Island Arts and Cultural Center Solar Panels									-	100,000
Ft. Johnson									-	100,000
Decorative Banners									-	8,400
Park Projects									-	23,000
Intersection Improvement at Camp/Dills Bluff									-	55,200
1248 Camp Center-Civil & Landscape									-	150,000
Folly Road Multi Use Path Wilton-Ft. Johnson									-	42,000
Other Tourism-Related Projects									-	50,000
									<b>Total</b>	<b>1,010,437</b>
	<b>21,687</b>	<b>95,805</b>	<b>28,053</b>	<b>31,328</b>	<b>31,025</b>	<b>38,082</b>	<b>33,376</b>	<b>% of Budget</b>	<b>767,496</b>	<b>0%</b>





## Town of James Island Public Works Department Report

February 2022

- 1) There were 6 new requests for service in January. 1 was drainage related. Staff has responded to all requests.
- 2) Staff held the monthly meeting of stormwater managers.
- 3) Staff has been monitoring the Lighthouse Blvd Drainage and Sidewalk project.
- 4) Staff interviewed interns for the tree survey program.
- 5) Staff has been meeting to discuss safety measures for Town facilities.
- 6) Staff met with a solar power company to look at
- 7) The Public Works Director is this year's Vice Chair for the South Carolina Association of Stormwater Managers.
- 8) Staff member Thomas McArthur received orders reactivating him to the U.S. Army. 1<sup>st</sup> Lt. McArthur reported for duty at Brooke Army Medical Center in San Antonio, Texas.
- 9) Staff participated in a facilities security evaluation by the Charleston County Sheriff's Office.
- 10) Staff interviewed for the position of Construction Maintenance Worker II.

Staff replaced 1 street name sign in January and used 2 bags of pothole patch on 1 pothole.

Staff cut vegetation on right of way to improve driver vision in various locations.

## **CODE ENFORCEMENT CASES THROUGH JANUARY 31<sup>ST</sup>, 2022**

787 CASES    721 CASES ABATED    66 CASES INVESTIGATION CONTINUING

NEW CASES THIS MONTH: 14

### TYPES OF CASES (HIGHEST VOLUME)

RANK VEGETATION/SOLID WASTE	204
INOPERABLE VEHICLE	135
NUISSANCE PROPERTY	66
TREE	50

## James Island Arts & Cultural Center

### January Report:

Vision Board party for teens.

Youth Leadership classes.

New homeschool art classes on Mondays and Wednesdays.

Newest rotation of art from Camp Road Middle School on exhibit.

James Island High School Art is on exhibit.

The Great Charleston Earthquake of 1886 Exhibit.

Exhibiting artists are Mary Edna Frasier, Pat Hiott-Mason, Jennifer Ashe

Thompson, Gloria Sherman, Sara La Bissoniere, Sherry Brown, Jack Morse, Jeanne

Kay Juhos, Eva Arizmendi.

Watercolor groups met at the Center on Tuesdays.

History Council met at the Center.

New Flag exhibit by Cristina Victor

James Island Arts Council met at the Center.

### Upcoming:

Homeschool art classes on Mondays and Wednesdays.

Homeschool student music classes.

Adult color pencil drawing classes on Thursdays.

New Youth Leadership class on Tuesdays.

New art rotations from Camp. Rd. Middle School and JIHS.

Porch Leaner Workshop

Dr. Jaume from the Geology and Environmental Geosciences Dept. of College of Charleston will present, "The Next Lowcountry Earthquake Will Not Be Like The Last One".

### Future:

Juried Art Exhibition April - May

Spoletto/ Piccolo Spoleto end of April - May







<b>Prepare Final Ordinance for Presentation to Town Council</b>	<b>\$5,250</b>
Provide a draft ordinance that incorporates the feedback from town staff and officials.	
Attend town council and Planning Commission meetings to answer questions and receive feedback.	
Incorporate feedback and submit final ordinance.	
<b>TOTAL</b>	<b>\$10,500</b>

Thank you for the opportunity to submit this proposal. We look forward to working with you on this project.

Sincerely,

JOHNSON, LASCHOBER & ASSOCIATES, P.C.



Laura S. Cabiness, P.E.

**Terms and Conditions**

Johnson, Laschober & Associates P.C. (JLA) shall perform the services outlined in this agreement for the stated fee agreement.

**Access to Site** -- Unless otherwise stated, JLA will have access to the site for activities necessary for the performance of the services. JLA will take precautions to minimize damage due to these activities but has not included in the fee the cost of restoration of any resulting damage.

**Fee** --The total fee, except stated lump sum, shall be understood to be an estimate, based upon Scope of Services, and shall not be exceeded by more than ten percent, without written approval of the Client. Where the fee arrangement is to be on an hourly basis, the rates shall be those that prevail at the time services are rendered.

**Billings/Payments** -- Invoices will be submitted monthly for services and reimbursable expenses and are due when rendered. Invoices shall be considered PAST DUE if not paid within 30 days after the invoice date and JLA may, without waiving any claim or right against Client, and without liability whatsoever to the Client, terminate the performance of the service. Retainers shall be credited on the final invoice. A service charge will be charged at 1.5% (or the legal rate) per month on the unpaid balance. In the event any portion of an account remains unpaid 90 days after billing, the Client shall pay cost of collection, including reasonable attorneys' fees.

**Indemnifications** -- The Client shall indemnify and hold harmless JLA and all of its personnel from and against any and all claims, damages, losses and expenses (including reasonable attorneys' fees) arising out of or resulting from the performance of the services, provided that any such claims, damage, loss or expense is caused in whole or in part by the negligent act or omission and/or strict liability of the Client, anyone directly or indirectly employed by the Client (except JLA) or anyone for whose acts any of them may be liable.

**Hidden Conditions** -- A hidden condition is hidden if concealed by existing finishes or if it cannot be investigated by reasonable visual observation. If JLA has reason to believe that such a condition may exist JLA shall notify the client who shall authorize and pay for all costs associated with the investigation of such a condition and, if necessary, all costs necessary to correct said condition. If (1) the client fails to authorize such investigation or correction after due notification, or (2) JLA has no reason to believe that such a condition exists, the client is responsible for all risks associated with this condition, JLA shall not be responsible for the existing condition nor any resulting damages to persons or property.

**Risk Allocation** -- In recognition of the relative risks, rewards and benefits of the project to both the Client and JLA, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, JLA's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any cause or causes, shall not exceed the total amount of JLA's fee or other amount agreed upon when added under Special Conditions. Such causes include, but are not limited to JLA's negligence, errors, omissions, strict liability, breach of contract or breach of warranty.

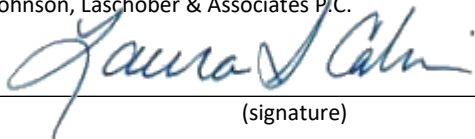
**Jobsite Safety** -- Neither the professional activates of JLA, nor the presence of JLA or its employees and subconsultants at a construction/project site, shall relieve the General Contractor of its obligations, duties, and responsibilities including but not limited to, construction means, methods, sequence, techniques or procedures necessary for performing, superintending and coordinating the Work in accordance with the contract documents and any health or safety precautions required by any regulatory agencies. JLA and its personnel have no authority to exercise any control over any construction contractor or its employees in connection with their work or any health or safety programs or procedures. The Client agrees that the General Contractor shall be solely responsible for jobsite safety and warrants that this intent shall be carried out in the Client's contract with the General Contractor. The Client also agrees that the Client, JLA, and the Consultant's subconsultants shall be indemnified by the General Contractor and shall be made additional insureds under the General Contractor's policies of general liability insurance.

**Termination of Services** -- This agreement may be terminated upon 10 days written notice by either party should the other fail to perform his obligations hereunder. In the event of termination, the Client shall pay JLA for all services, rendered to the date of termination, all reimbursable expenses, and reasonable termination expenses.

**Ownership Documents** -- All documents produced by JLA under this agreement shall remain the property of JLA and may not be used by this Client for any other endeavor without the written consent of JLA.

**Applicable Law** -- Unless otherwise specified, this agreement shall be governed by the laws of the principal place of business of JLA.

Johnson, Laschober & Associates P.C.



(signature)

(printed name/title)

(executed agreement date)

Accepted by Client Name

(signature)

(printed name/title)

Billing Address:

To: Mark Johnson  
Public Works Director  
Town of James Island  
1122 Dills Bluff Road  
James Island, SC 29412

File: 171002439

From: Justin Tye, PE, PTOE  
Stantec Consulting Services Inc.  
4969 Center Pointe Drive, Suite 200  
North Charleston, SC 29418

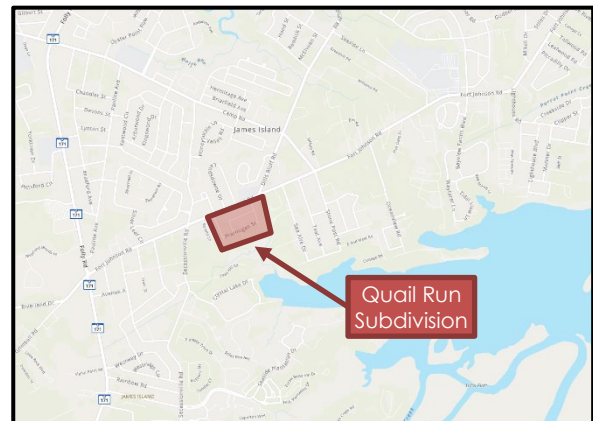
Date: November 16, 2021

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**Reference: Quail Run Subdivision Drainage Assessment**

Introduction

This assessment provides the Town of James Island with an analysis of the existing drainage conditions for the Quail Run Subdivision. It is located south of Fort Johnson Road and approximately 4,000 feet east of SC 171 (Folly Road) – see location map at right. The subdivision, developed in the 1970s, is comprised of approximately 80 single family residences and two multi family structures at the end of Peregrine Drive.



The subdivision is divided into two drainage areas with an area along the east collecting stormwater runoff from Peregrine Drive and the adjacent properties with a much larger drainage area for the western portion of the subdivision. Both drainage areas outfall to an inlet of Clark Sound through a singular 30-inch corrugated metal pipe (CMP).

All proposed designs are with elevations and survey from existing GIS information, contour topography (lidar), GPS survey, and engineering judgment. The following are supported with approximate design models because of the limited survey and elevation information.

Drainage Issue

The two drainage systems were video inspected in August 2021. Most of the existing corrugated metal pipe was in adequate condition and there were only a few places of silt buildup noted: an 18" CMP running from the eastern end of Ptarmigan Street to Peregrine Drive and a 24" CMP running between Chicorie Way and Bob White Drive.

Both systems outfall at elevations below the high tide elevation. This means the systems are tidally influenced and are inundated by a high tide, thereby reducing the capacity of the systems.



**Figure 1 – Blockage in 18" CMP**

As the subdivision was designed and constructed in the 1970s, the two drainage systems are chiefly comprised of corrugated metal pipe. They are not designed to convey the 25-year storm event, which is the current Town of James Island standard.

### Recommended Improvements

The following improvements are recommended for the Quail Run Subdivision:

- Replacing the existing corrugated metal pipe with approximately 1,034 feet of 29"x45" elliptical concrete pipe. This is the equivalent of a 36" pipe and would increase capacity over the existing 30" pipes.
- Install flap gates on the ends of both systems to prevent tidal water into the systems.
- Slip line approximately 173 feet of 18" CMP and 281 feet of 30" CMP. Slip lining creates a smoother surface that increases the capacity of the existing corrugated pipe.
- Clean approximately 200 feet of pipe to remove the blockages.

These improvements would improve the system to handle the 25-year storm event and prevent flooding of the roadways. It would require the reconstruction of seven drainage structures, replacing asphalt on Ptarmigan Street for pipe construction, and the resetting of existing fences.

Currently, there are no water quality devices in the drainage system to treat stormwater runoff from the subdivision. As a result, pollutants from the subdivision drain straight into an inlet of the Clark Sound. To reduce the runoff of pollutants, it is recommended to place a water quality device in a reconstructed curb inlet on both drainage systems. A water quality structure, such as the Snout by BMP, Inc., has been shown to reduce total suspended solids (particles such as silt, sediment and algae) by 70% and total petroleum hydrocarbons (chemicals such as fuel and oil) by 60%.

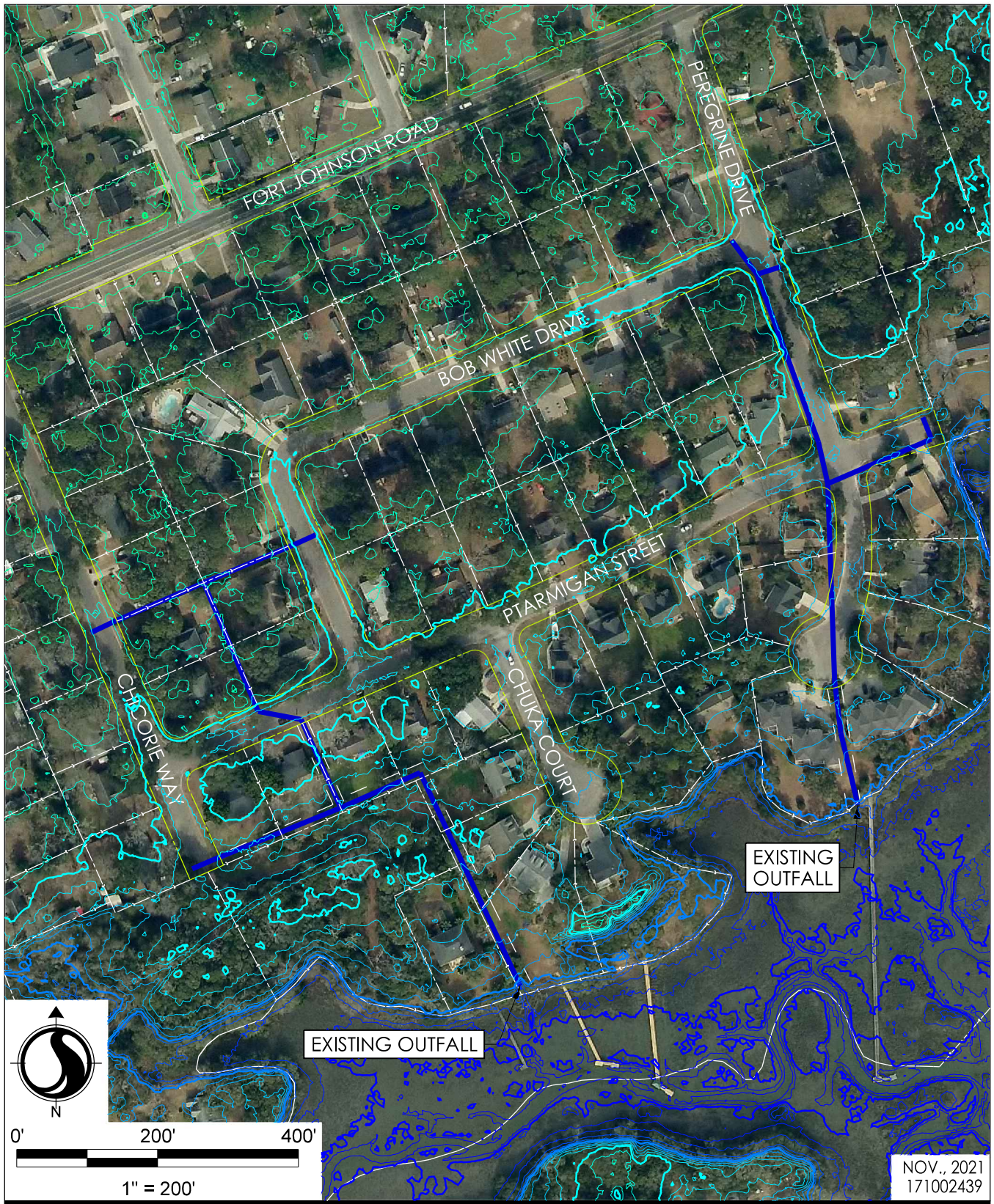
Erosion control measures should be utilized during construction to minimize the downstream flow of silt, sediment and other pollutants. Measures would include inlet structure filters, silt fence, grassing and rip-rap.

Routine cleaning of the boxes, pipes, and ditches will need to occur to ensure long term functionality of the system.

### Opinion of Probable Cost

**\$454,000**





4969 Centre Pointe Drive, Suite 200  
 North Charleston, SC 29418  
 www.stantec.com

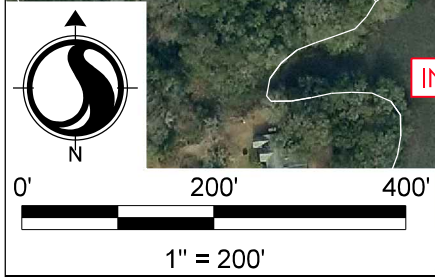
**LEGEND**  
 — EXISTING PIPE

Client/Project:  
 TOWN OF JAMES ISLAND  
 QUAIL RUN SUBDIVISION  
 DRAINAGE ASSESSMENT

Figure No.  
 1

Title  
 EXISTING  
 CONDITIONS





NOV., 2021  
171002439



4969 Centre Pointe Drive, Suite 200  
North Charleston, SC 29418  
www.stantec.com

**LEGEND**

- EXISTING PIPE
- SLIP LINE PIPE
- PROPOSED PIPE

Client/Project:  
TOWN OF JAMES ISLAND  
QUAIL RUN SUBDIVISION  
DRAINAGE ASSESSMENT

Figure No.  
2

Title  
RECOMMENDED  
IMPROVEMENTS





**Quail Run Subdivision Drainage Assessment**  
 Recommended Improvements  
 Engineer's Opinion of Probable Construction Cost  
 11/16/2021

SECTION	ITEM	QUANTITY	UNIT	UNIT PRICE	NET PRICE
1031000	MOBILIZATION	1.000	LS	\$20,000.00	\$20,000.00
1032010	BONDS AND INSURANCE	1.000	LS	\$5,000.00	\$5,000.00
1050800	CONSTRUCTION STAKES, LINES & GRADES	1.000	EA	\$2,000.00	\$2,000.00
1071000	TRAFFIC CONTROL	1.000	LS	\$4,000.00	\$4,000.00
2015000	SELECTED CLEARING & GRUBBING	0.300	ACRE	\$50,000.00	\$15,000.00
2025000	REMOVAL & DISPOSAL OF EXISTING ASPHALT PAVEMENT	200.000	SY	\$20.00	\$4,000.00
2031200	SITE EXCAVATION	1.000	LS	\$10,000.00	\$10,000.00
3100310	HOT MIX ASPHALT BASE COURSE - TYPE A	80.000	TON	\$80.00	\$6,400.00
4011004	LIQUID ASPHALT BINDER PG64-22	6.000	TON	\$500.00	\$3,000.00
4020320	HOT MIX ASPHALT INTERMEDIATE COURSE TYPE B	20.000	TON	\$100.00	\$2,000.00
4030320	HOT MIX ASPHALT SURFACE COURSE TYPE B	20.000	TON	\$100.00	\$2,000.00
7141146	29"X 45" HORIZONTAL ELLIPTICAL(HE) RC PIPE CUL.-CLASS HE-III	1,034.000	LF	\$80.00	\$82,720.00
7149954	FLAP GATE	2.000	EA	\$10,000.00	\$20,000.00
7149973	LINE EXISTING 18" PIPE	173.000	LF	\$200.00	\$34,600.00
7149975	LINE EXISTING 30" PIPE	281.000	LF	\$250.00	\$70,250.00
7149999	CLEANING EXISTING PIPE	200.000	LF	\$50.00	\$10,000.00
7191606	CATCH BASIN -TYPE 16B (6X6 BOX)	3.000	EA	\$8,000.00	\$24,000.00
7192023	DROP INLET (24" X 36") WITH STANDARD 6' X 6' BOX	3.000	EA	\$6,000.00	\$18,000.00
7192275	60" X 60" JUNCTION BOX	1.000	EA	\$6,000.00	\$6,000.00
7195500	WATER QUALITY STRUCTURE	2.000	EA	\$5,000.00	\$10,000.00
8041020	RIP-RAP (CLASS B)	36.000	TON	\$110.00	\$3,960.00
8048205	GEOTEXTILE FOR EROSION CONTROL UNDER RIPRAP(CLASS 2)TYPE B	46.000	SY	\$10.00	\$460.00
8071000	RESET FENCE	800.000	LF	\$50.00	\$40,000.00
8100101	PERMANENT GRASSING FOR SMALL PROJECTS	0.300	ACRE	\$20,000.00	\$6,000.00
8153000	SILT FENCE	2,100.000	LF	\$5.00	\$10,500.00
8156212	INLET STRUCTURE FILTER - TYPE E (CATCH BASIN TYPE 16)	3.000	EA	\$400.00	\$1,200.00
8156210	INLET STRUCTURE FILTER - TYPE B	3.000	EA	\$250.00	\$750.00
				SUBTOTAL =	\$412,000.00
				CONTINGENCIES AT 10% =	\$42,000.00
				<b>TOTAL CONSTRUCTION COST =</b>	<b>\$454,000.00</b>

**NOTES:**

1. COST INCLUDES CONSTRUCTION COST ONLY. IT EXCLUDES PERMITTING, RIGHT-OF-WAY, UTILITY RELOCATIONS, AND CONSTRUCTION ADMINISTRATION COSTS.



**Stantec Consulting Services Inc.**  
4969 Centre Pointe Drive Suite 200, North Charleston SC 29418-6952

10 February 2022

**Mark Johnson**

Public Works Director  
Town of James Island  
1122 Dills Bluff Road  
James Island, South Carolina 29412

Dear Mr. Johnson,

**Reference: Quail Run Subdivision Drainage Improvements**

Stantec Consulting Services Inc. (Stantec) is pleased to submit this proposal to the Town of James Island (Client) for preparing construction plans, permitting and construction assistance for the drainage improvements in the Quail Run Subdivision. This letter proposal is based on email correspondence from January 28, 2022. It has been formatted to describe the scope of services offered and fees.

**SCOPE OF SERVICES**

Task 1 – Wetland Delineation

Stantec will delineate Waters of the US of an approximately 2.67 acres study area within the Quail Run Subdivision (Refer to Figure A). The wetland delineation will include the following:

1. Using available GIS data, we will assemble and review applicable and available information (e.g., aerial photographs, soil classifications and soil survey maps, United States Geological Survey (USGS) topographic maps, National Wetland Inventory (NWI) data, National Hydrography Dataset (NHD), vegetation type, etc.).
2. A field delineation shall be performed in accordance with the “1987 United States Army Corps of Engineers (USACE) Wetland Delineation Manual” and the “Regional Supplement to the Corps of Engineers Wetland Delineation Manual: Atlantic and Gulf Coastal Plain Region Version 2.0” (November 2010).
3. Stream/Wetland boundaries shall be flagged at sufficient intervals to accurately map the boundaries, including perennial, intermittent and ephemeral streams.
4. The study area will be assessed for potential threatened and endangered species habitat (required for future 404 permitting).
5. Streams will be rated using the latest Natural Resources Conservation Service (NRCS) Stream Assessment procedures and findings recorded on the latest stream identification form if applicable.
6. GPS points of each flag will be recorded using a handheld GPS capable of horizontal sub-meter accuracy. No vertical elevation data will be recorded.

After field work is completed and if wetlands/streams are identified, Stantec will prepare a Preliminary Jurisdictional Determination (PJD) package for the project study area. This complete PJD package will include:

*Design with community in mind*



10 February 2022

Mark Johnson

Page 2 of 5

**Reference:** Quail Run Subdivision Drainage Improvements

- Cover letter
- Site maps (NWI, USGS topographic maps and aerial photographs)
- Wetland and Upland data forms
- Photo log
- Map of delineated streams and wetlands
- Other suitable supporting information for submittal to the USACE for verification of the flagged wetland boundaries

If requested by the USACE project manager, Stantec personnel will accompany the USACE project manager on a site visit once the field delineation is complete and the PJD package has been submitted. Stantec will make any changes necessary at the request of the USACE prior to the final approval of the PJD.

### Task 2 – Wetland Permitting

If Waters of the US are identified in the project study area and preliminary plans deem impacts unavoidable, Stantec environmental staff will prepare and submit a 404/401 permit package on behalf of the client. This scope assumes that a NWP will be utilized for minor impacts associated with the Quail Run Subdivision Drainage Improvements. The permitting process includes the following components:

1. A review of the alignment with the project team would be conducted to determine avoidance and minimization measures, estimates of stream and wetland impacts, and construction methods. For this project, it is assumed that a NWP (#3 or #14) will be required. The threshold for a NWP is 0.5 acre of freshwater wetlands or 300 linear feet of cumulative stream impacts.
2. Each NWP submittal would require the following supporting documentation:
  - a. PJD (listed above)
  - b. Threatened and endangered species biological assessment / Informal coordination with the United States Fish and Wildlife Service (USFWS) conducted concurrently with PJD fieldwork
  - c. Informal Coordination with State Historic Preservation Office (SHPO)
  - d. Purpose and Need
  - e. Avoidance and Minimization
  - f. Construction methods
  - g. Permit drawings prepared by Stantec
3. We will submit a complete NWP package on behalf of the client and meet with USACE staff, if necessary.

### Task 3 – Construction Plans

Based on the recommended improvements identified in the drainage assessment performed by Stantec on November 16, 2021, Stantec will prepare construction plans for the project. Drawings will be prepared using MicroStation on 24" x 36" paper. The following elements will be included:

- Cover Sheet
- Existing Conditions
- Sediment, Erosion Control & Tree Removal Plan

Design with community in mind

10 February 2022

Mark Johnson

Page 3 of 5

**Reference: Quail Run Subdivision Drainage Improvements**

- Grading & Drainage Plan
- Details

Stantec will coordinate project development with all utilities that may be affected. Stantec will initiate early coordination with all utility companies that are located within the project limits. Coordination will include, but will not be limited to, contacting each utility company to advise the company of the proposed project, providing preliminary plans to the utility company, obtaining copies of as-built plans for the existing utility facilities (if available), and determining the companies' requirements for the relocation of their facilities.

Stantec will attend one preliminary plan submittal meeting with the Town of James Island and we will address any comments from the Town.

Stantec will prepare permit documents and submit upon client approval to Charleston County. Stantec will respond to any comments made by the permitting agencies and revise the plans as necessary.

Based upon the final quantities, an opinion of probable construction cost will be prepared.

#### Task 4 – Bidding and Construction Administration

Stantec will assist with bidding the project and the services will include:

- Prepare bid package
- Prepare a bid tabulation showing the bid item and quantity. The contractor will include prices for the unit cost and total cost.
- Issue electronic plans and specifications to contractors
- Lead a pre-bid meeting (if necessary)
- Respond to bidder's questions
- Prepare a summary bid tabulation showing details for each contractor's bids with a bid total
- Make a recommendation for award to the Client
- Verify contractor's insurance and licensing
- Assist the Client with preparation of an AIA Contract
- Obtain Certificate of Insurance information from selected contractor prior to award

Stantec will perform Construction Administration for the project and the services will include:

- Attend Pre-Construction meeting with the Client and contractor
- Conduct bi-weekly on-site construction progress meetings to observe construction progress
- Review shop drawings / submittals
- Respond to Request for Information (RFI)
- Review contractor pay applications
- Review as-builts
- Submit Notice of Termination (NOT) to SCDHEC

10 February 2022

Mark Johnson

Page 4 of 5

**Reference:** Quail Run Subdivision Drainage Improvements

## **ASSUMPTIONS**

- The biological assessment (BA) field survey is to determine if habitat is present for the identified endangered species within the area. This scope of work and cost does not include presence absence surveys. No formal consultation with the USFWS is anticipated nor included in the scope.
- No formal consultation with the USFWS or National Marine Fisheries Service (NMFS) is anticipated.
- Freshwater impacts are estimated to be within the threshold for permitting under a NWP. Should an Individual Permit be required, this will be considered an additional service.
- No mitigation is proposed for the projected impacts. Should mitigation be required, a mitigation plan is not included within this scope and will be considered an additional service.
- Purchase of wetland/stream mitigation credits or other wetland fees will be paid by the Client.
- Freshwater wetland and tidal marsh delineations will be conducted during the same field visit.
- It is assumed the PJD and NWP would be submitted at the same time as a Pre-Construction Notification (PCN). This reduces coordination and review time for the USACE.

## **EXCLUSIONS**

The following items are not included in this scope, but can be offered as additional services:

- Arborist services
- Landscape architecture
- Geotechnical engineering
- Utility relocation design
- SCDOT Certified Inspection Services

10 February 2022

Mark Johnson

Page 5 of 5

Reference: Quail Run Subdivision Drainage Improvements

## PROPOSED FEE

Stantec will perform the services as a task order under our Master Services Agreement with the Town for the following lump sum fees:

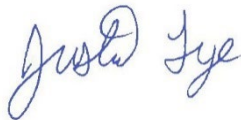
Task	Fee
1 – Wetland Delineation	\$2,000.00
2 – Wetland Permitting	\$6,400.00
3 – Construction Plans	\$6,400.00
5 – Bidding and Construction Administration	\$6,800.00
<b>Project Total</b>	<b>\$21,600.00</b>

## ACCEPTANCE

We appreciate the opportunity to offer these services to the Town of James Island and look forward to working with you on this project. Your signature below will serve as our notice to proceed. If you have any questions, please call me at (843) 740-6347.

Regards,

**Stantec Consulting Services Inc.**



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**Justin Tye** P.E., PTOE  
Transportation Engineer  
Phone: (843) 740-6347  
justin.tye@stantec.com

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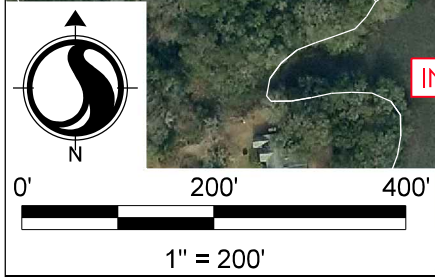
Approved by (Please Print)

---

Signature

Attachment: Quail Run Subdivision Drainage Assessment Recommended Improvements  
jkt u:\171002439\management\add\_serv\_1\20220210\_quail\_run\_drainage\_proposal.docx





NOV., 2021  
171002439



4969 Centre Pointe Drive, Suite 200  
North Charleston, SC 29418  
www.stantec.com

**LEGEND**

- EXISTING PIPE
- SLIP LINE PIPE
- PROPOSED PIPE

Client/Project:  
TOWN OF JAMES ISLAND  
QUAIL RUN SUBDIVISION  
DRAINAGE ASSESSMENT

Figure No.  
2

Title  
RECOMMENDED  
IMPROVEMENTS



NDI TECHNOLOGIES INC

105 E. State Road 434  
Winter Springs FL 32708

Phone #	321-441-1800
---------	--------------

# Quote

Date	Quote #
2/1/2022	ASR 22-23

Project #
SUPPORT RENEWAL

Name / Address
Town of James Island PO Box 12240 James Island, SC 29422

Description	Qty	U/M	Total
Annual Support Renewal (GOLD PLAN) Telephone and On-Site (fix or replace) extended warranty on equipment and software including all upgrades, revisions and improvements.	1		2,767.00
Equipment Covered was Purchased 2/25/2016 on PO# 2016-1			
C320 Cameras - S/N 15083344, 15083318 SCIV Processor - S/N 41289 Modem - S/N LA55040423001003 (**Renewed Annually Starting Year 2**) 16% of Capital Investment @ \$2,767.00 per year.			
Effective Coverage Dates: 3/1/2022 to 2/28/2023			
It is time to renew your Support/Extended Warranty on your LPR Equipment.	<b>Total</b>		\$2,767.00





Prepared For  
James Island Town Hall  
843-795-4141  
akellahan@jamesislandsc.us



The goal of AES is to be the best-in-class solar provider, serving commercial, industrial, and utility-scale markets.. Fully staffed with the quality-minded professionals required to execute the proposed project, AES has in-house design, installation, and service capability as well as an excellent bench of engineering and service professionals that can be utilized as needed

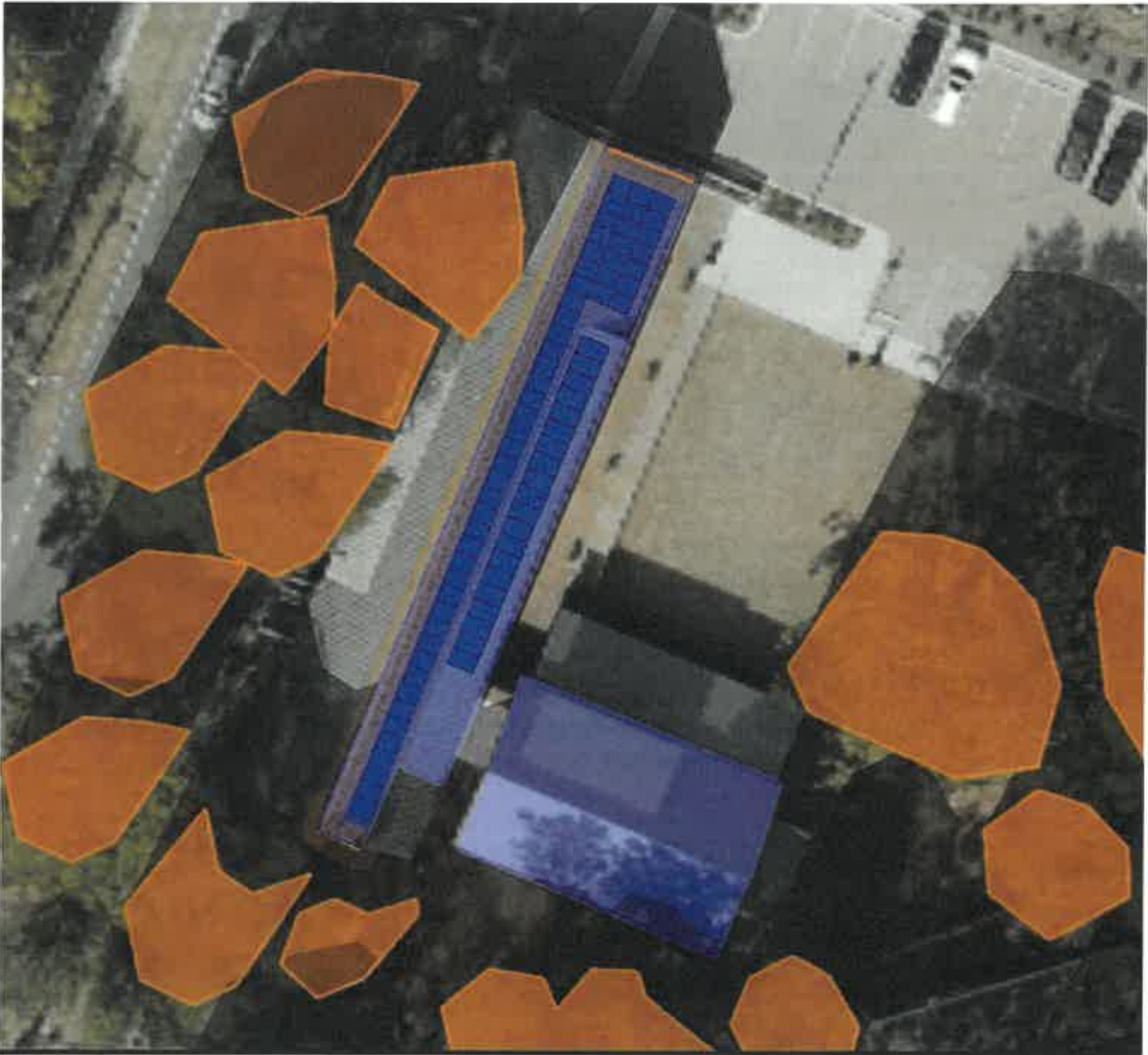
Town Hall

Prepared By  
Benny Mosiman  
(843) 410-4663  
benny.mosiman@alder-energy.com

1/25/2022



# Design Layout





## 2.1.1 PV System Details

### General Information

Facility: Town Hall  
 Address: 1122 Dills Bluff Rd Charleston SC 29412

### Solar PV System Details

System Size: 29.2 kW-DC  
 Efficiency: 1,196 kWh/kW-DC  
 Cost per Watt: \$2.90

### Solar PV Equipment Description

Solar (73) Hanwha Q Cells Q.PEAK DUO BLK ML-G10.a+  
 Panels: 400  
 Inverters: (2) SolarEdge SE14.4KUS (2021)

### Energy Consumption Mix

Annual Energy Use: 50,276 kWh

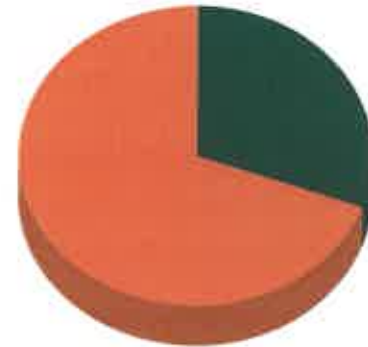
### Solar PV Equipment Typical Lifespan

Solar Panels: Greater than 30 Years  
 Inverters: 12 Years

### Solar PV System Cost and Incentives

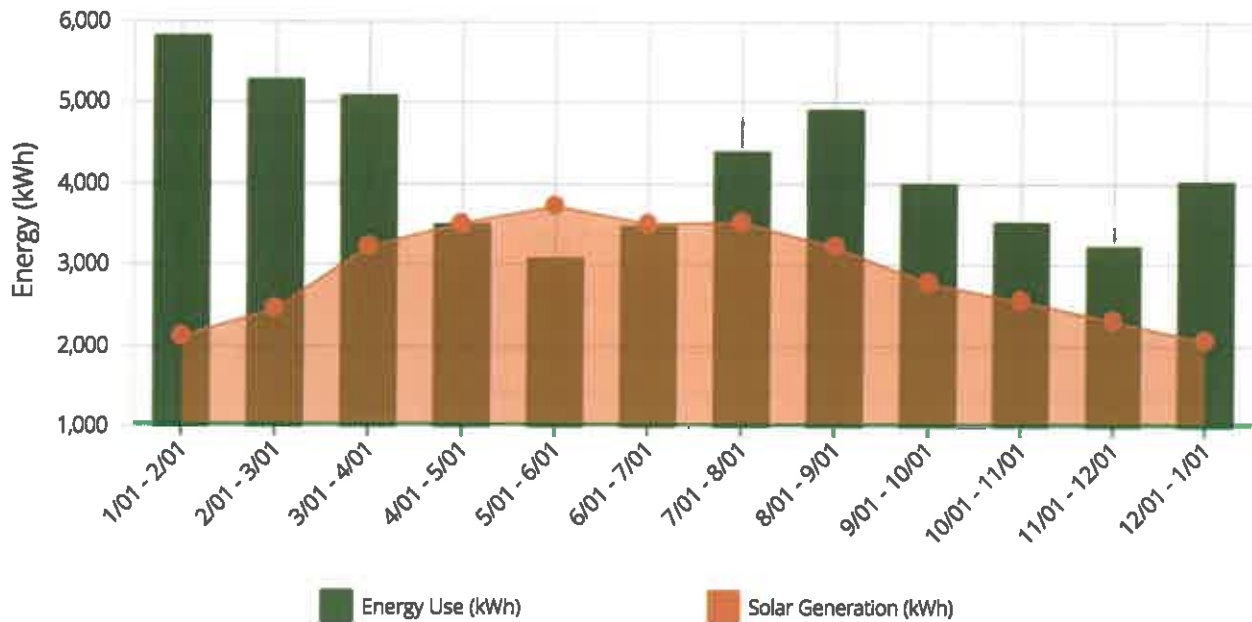
Solar PV System Cost \$84,758

**Net Solar PV System Cost \$84,758**



Utility 15,339 kWh (30.51%)  
 Solar PV 34,937 kWh (69.49%)

### Monthly Energy Use vs Solar Generation



## 2.1.2 Utility Rates

You have the option to remain on your current rate schedule (3) or switch to an alternative rate schedule (16). The rates for each are shown below and your estimated electric bills are shown on the following page for each rate schedule.

Customer Charges					Energy Charges				
Season	Charge Type	Rate Type	3	16	Season	Charge Type	Rate Type	3	16
S	Flat Rate	per billing period	\$24.87	\$31.80	S	Flat Rate	Import	\$0.09657	-
W	Flat Rate	per billing period	\$24.87	\$31.80	W	Flat Rate	Import	\$0.09657	-
					S	Import	On Peak T < 1,000 kWh	-	\$0.2146
					S	Import	On Peak T > 1,000 kWh	-	\$0.2146
					S	Import	Off Peak T < 1,000 kWh	-	\$0.08732
					S	Import	Off Peak T > 1,000 kWh	-	\$0.09199
					W	Import	On Peak T < 1,000 kWh	-	\$0.16365
					W	Import	On Peak T > 1,000 kWh	-	\$0.16365
					W	Import	Off Peak T < 1,000 kWh	-	\$0.08732
					W	Import	Off Peak T > 1,000 kWh	-	\$0.09199

## 2.1.3 Current Electric Bill

The table below shows your annual electricity costs based on the most current utility rates and your previous 12 months of electrical usage.

### Rate Schedule: SCE&G - 3

Time Periods	Energy Use (kWh)	Charges		
		Total	Other	Energy
<b>Bill Ranges &amp; Seasons</b>	<b>Total</b>	<b>Other</b>	<b>Energy</b>	<b>Total</b>
1/1/2021 - 2/1/2021 W	5,825	\$25	\$563	\$587
2/1/2021 - 3/1/2021 W	5,278	\$25	\$510	\$535
3/1/2021 - 4/1/2021 W	5,085	\$25	\$491	\$516
4/1/2021 - 5/1/2021 W	3,495	\$25	\$338	\$362
5/1/2021 - 6/1/2021 W	3,079	\$25	\$297	\$322
6/1/2021 - 7/1/2021 S	3,473	\$25	\$335	\$360
7/1/2021 - 8/1/2021 S	4,391	\$25	\$424	\$449
8/1/2021 - 9/1/2021 S	4,909	\$25	\$474	\$499
9/1/2021 - 10/1/2021 S	3,983	\$25	\$385	\$410
10/1/2021 - 11/1/2021 W	3,515	\$25	\$339	\$364
11/1/2021 - 12/1/2021 W	3,220	\$25	\$311	\$336
12/1/2021 - 1/1/2022 W	4,023	\$25	\$389	\$413
<b>Total</b>	<b>50,276</b>	<b>\$298</b>	<b>\$4,855</b>	<b>\$5,154</b>

## 2.1.4 New Electric Bill

### Rate Schedule Option 1: SCE&G - 3

Time Periods	Energy Use (kWh)		Charges		
	Total		Other	Energy	Total
1/1/2021 - 2/1/2021 W	3,719		\$25	\$410	\$435
2/1/2021 - 3/1/2021 W	2,828		\$25	\$339	\$364
3/1/2021 - 4/1/2021 W	1,863		\$25	\$282	\$307
4/1/2021 - 5/1/2021 W	-15		\$25	\$166	\$191
5/1/2021 - 6/1/2021 W	-639		\$25	\$124	\$149
6/1/2021 - 7/1/2021 S	-31		\$25	\$139	\$164
7/1/2021 - 8/1/2021 S	869		\$25	\$194	\$219
8/1/2021 - 9/1/2021 S	1,688		\$25	\$252	\$277
9/1/2021 - 10/1/2021 S	1,211		\$25	\$210	\$234
10/1/2021 - 11/1/2021 W	963		\$25	\$206	\$231
11/1/2021 - 12/1/2021 W	914		\$25	\$189	\$214
12/1/2021 - 1/1/2022 W	1,969		\$25	\$271	\$296
<b>Total</b>	<b>15,339</b>		<b>\$298</b>	<b>\$2,783</b>	<b>\$3,081</b>

### New Rate Schedule Option 2: SCE&G - 16

Time Periods	Energy Use (kWh)		Charges		
	On Peak	Off Peak	Other	Energy	Total
1/1/2021 - 2/1/2021 W	1,625	2,094	\$32	\$454	\$486
2/1/2021 - 3/1/2021 W	1,363	1,465	\$32	\$353	\$385
3/1/2021 - 4/1/2021 W	1,048	815	\$32	\$243	\$274
4/1/2021 - 5/1/2021 W	513	-529	\$32	\$38	\$70
5/1/2021 - 6/1/2021 W	248	-888	\$32	\$37	\$5
6/1/2021 - 7/1/2021 S	445	-476	\$32	\$54	\$86
7/1/2021 - 8/1/2021 S	801	68	\$32	\$178	\$210
8/1/2021 - 9/1/2021 S	1,055	633	\$32	\$282	\$313
9/1/2021 - 10/1/2021 S	850	360	\$32	\$214	\$246
10/1/2021 - 11/1/2021 W	735	227	\$32	\$140	\$172
11/1/2021 - 12/1/2021 W	596	318	\$32	\$125	\$157
12/1/2021 - 1/1/2022 W	1,079	890	\$32	\$254	\$286
<b>Total</b>	<b>10,358</b>	<b>4,977</b>	<b>\$382</b>	<b>\$2,298</b>	<b>\$2,679</b>

**Yearly Savings \$2,474**

**30 Year Savings \$107,903**

**Levelized Cost of Electricity \$0.141/kWh**



Prepared For  
James Island Cultural Center  
843-795-4141  
Mjohnson@jamesislandsc.us



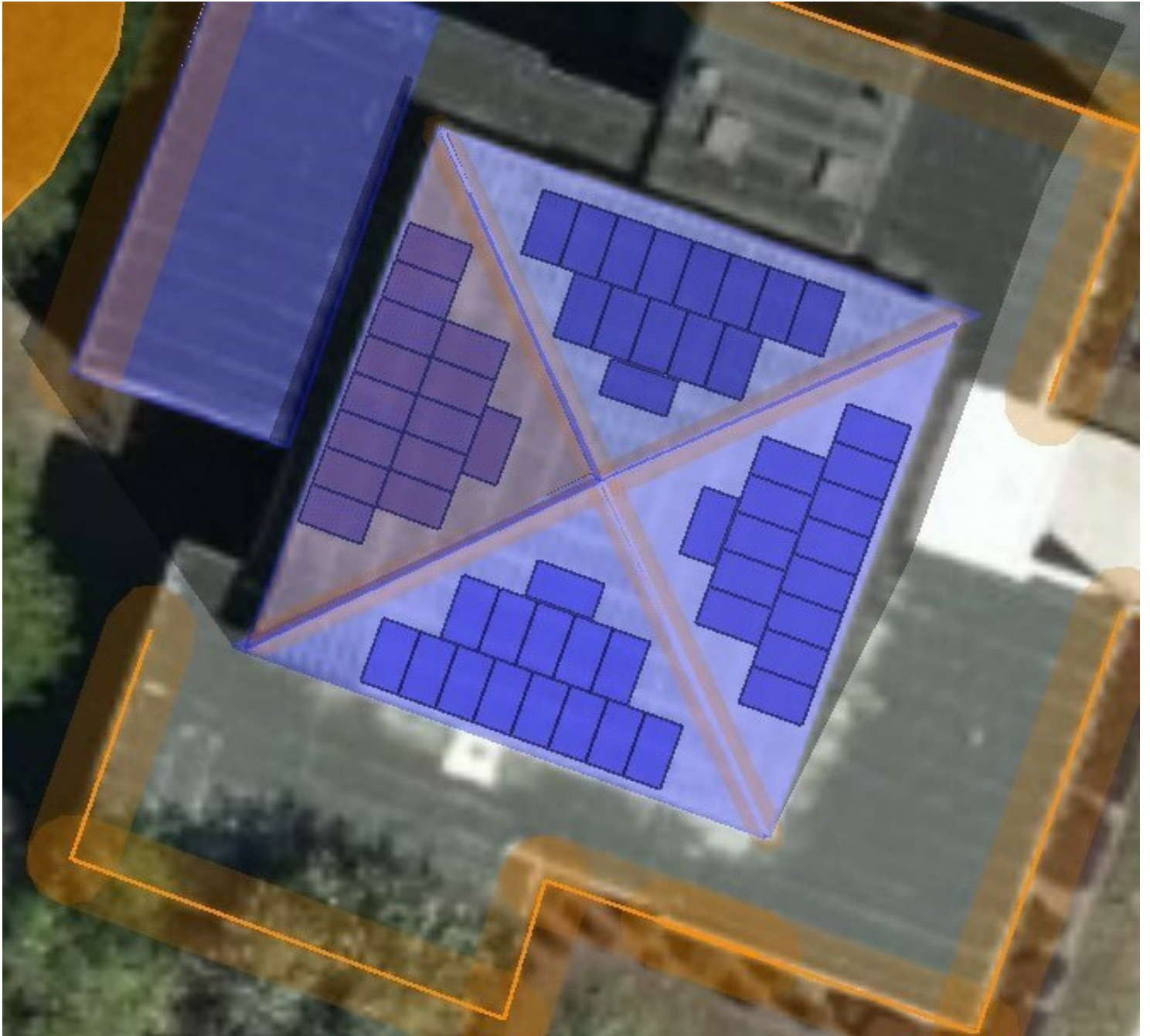
The goal of AES is to be the best-in-class solar provider, serving commercial, industrial, and utility-scale markets.. Fully staffed with the quality-minded professionals required to execute the proposed project, AES has in-house design, installation, and service capability as well as an excellent bench of engineering and service professionals that can be utilized as needed

## Cultural Center--Consume All

Prepared By 2/8/2022  
Benny Mosiman  
(843) 410-4663  
benny.mosiman@alder-energy.com



# Design Layout



## 2.1.1 PV System Details

### General Information

Facility: Meter #1  
 Address: 1248 Camp Rd Charleston SC 29412

### Solar PV Equipment Description

Solar (56) Hanwha Q Cells Q.PEAK DUO BLK ML-G10.a+  
 Panels: 400  
 Inverters: (1) SolarEdge SE17K

### Solar PV Equipment Typical Lifespan

Solar Panels: Greater than 30 Years  
 Inverters: 12 Years

### Solar PV System Cost and Incentives

Solar PV System Cost \$65,627

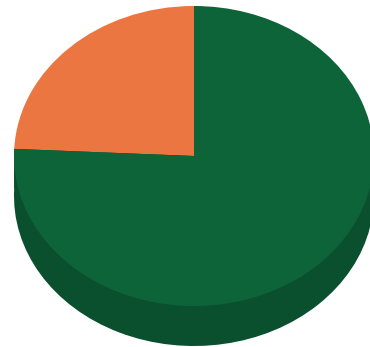
**Net Solar PV System Cost \$65,627**

### Solar PV System Details

System Size: 22.4 kW-DC  
 Efficiency: 1,322 kWh/kW-DC  
 Cost per Watt: \$2.93

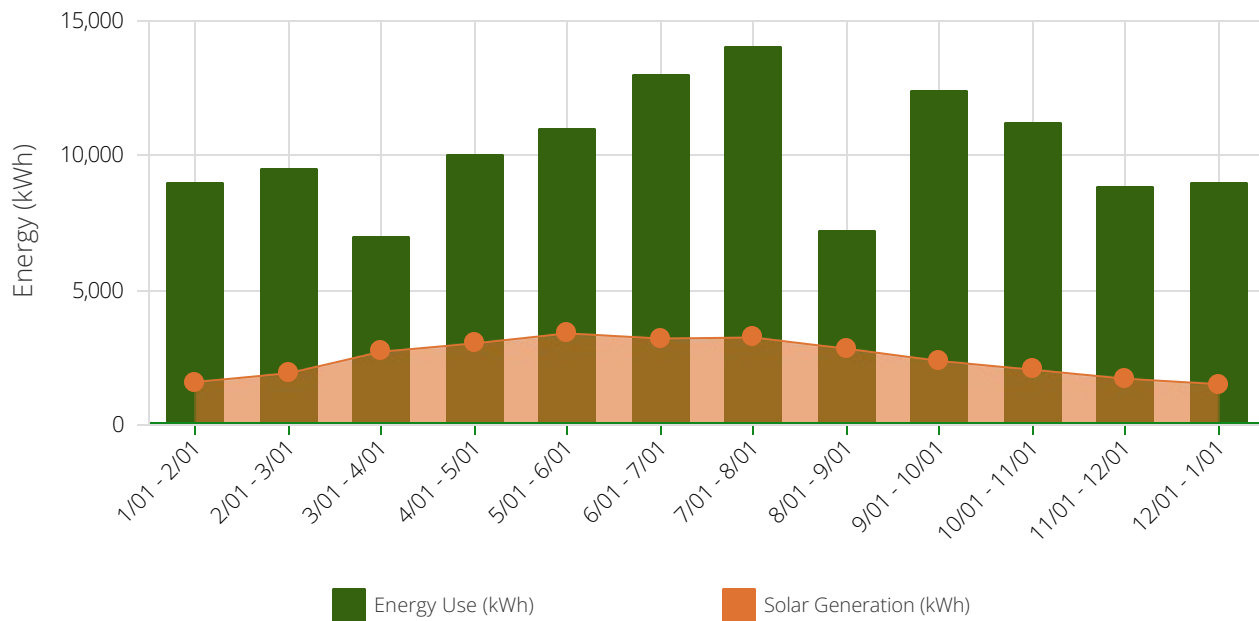
### Energy Consumption Mix

Annual Energy Use: 122,100 kWh



Utility 92,496 kWh (75.75%)  
 Solar PV 29,604 kWh (24.25%)

Monthly Energy Use vs Solar Generation





## 2.1.2 Utility Rates

The table below shows the rates associated with your current utility rate schedule (3). Your estimated electric bills after solar are shown on the following page.

Customer Charges				Energy Charges			
Season	Charge Type	Rate Type	3	Season	Charge Type	Rate Type	3
S	Flat Rate	per billing period	\$24.87	S	Flat Rate	Import	\$0.09657
W	Flat Rate	per billing period	\$24.87	W	Flat Rate	Import	\$0.09657

## 2.1.3 Current Electric Bill

The table below shows your annual electricity costs based on the most current utility rates and your previous 12 months of electrical usage.

### Rate Schedule: SCE&G - 3

Time Periods	Energy Use (kWh)	Charges		
		Other	Energy	Total
1/1/2021 - 2/1/2021 W	9,000	\$25	\$869	\$894
2/1/2021 - 3/1/2021 W	9,500	\$25	\$917	\$942
3/1/2021 - 4/1/2021 W	7,000	\$25	\$676	\$701
4/1/2021 - 5/1/2021 W	10,000	\$25	\$966	\$991
5/1/2021 - 6/1/2021 W	11,000	\$25	\$1,062	\$1,087
6/1/2021 - 7/1/2021 S	13,000	\$25	\$1,255	\$1,280
7/1/2021 - 8/1/2021 S	14,000	\$25	\$1,352	\$1,377
8/1/2021 - 9/1/2021 S	7,180	\$25	\$693	\$718
9/1/2021 - 10/1/2021 S	12,400	\$25	\$1,197	\$1,222
10/1/2021 - 11/1/2021 W	11,200	\$25	\$1,082	\$1,106
11/1/2021 - 12/1/2021 W	8,820	\$25	\$852	\$877
12/1/2021 - 1/1/2022 W	9,000	\$25	\$869	\$894
<b>Total</b>	<b>122,100</b>	<b>\$298</b>	<b>\$11,791</b>	<b>\$12,090</b>

## 2.1.4 New Electric Bill

### Rate Schedule: SCE&G - 3

Time Periods Bill Ranges & Seasons	Energy Use (kWh) Total	Charges		
		Other	Energy	Total
1/1/2021 - 2/1/2021 W	7,408	\$25	\$730	\$755
2/1/2021 - 3/1/2021 W	7,577	\$25	\$748	\$773
3/1/2021 - 4/1/2021 W	4,282	\$25	\$441	\$466
4/1/2021 - 5/1/2021 W	6,970	\$25	\$706	\$731
5/1/2021 - 6/1/2021 W	7,600	\$25	\$776	\$801
6/1/2021 - 7/1/2021 S	9,792	\$25	\$965	\$990
7/1/2021 - 8/1/2021 S	10,752	\$25	\$1,057	\$1,082
8/1/2021 - 9/1/2021 S	4,352	\$25	\$463	\$488
9/1/2021 - 10/1/2021 S	10,022	\$25	\$977	\$1,002
10/1/2021 - 11/1/2021 W	9,152	\$25	\$904	\$929
11/1/2021 - 12/1/2021 W	7,102	\$25	\$706	\$731
12/1/2021 - 1/1/2022 W	7,487	\$25	\$739	\$764
Total	92,496	\$298	\$9,213	\$9,511

**Yearly Savings \$2,579**

**30 Year Savings \$112,444**

**Levelized Cost of Electricity \$0.141/kWh**





Women in Construction Week  
**March 6 – 12, 2022**  
[www.nawic.org](http://www.nawic.org)

## PROCLAMATION

### 2022 Women in Construction Week

#### National Association of Women in Construction (NAWIC)

WHEREAS, the NAWIC Palmetto Chapter has distinguished itself for four years as the voice of women in construction in the Town of James Island; and

WHEREAS, the work done by the NAWIC Palmetto Chapter has benefited James Island through community development and educational programs; and

WHEREAS, the NAWIC Palmetto Chapter has unceasingly promoted the employment and advance of women in the construction industry; and

WHEREAS, the construction community, represented by NAWIC Palmetto Chapter has been a driving force in fostering community development through renovation and beautification projects; promotion of skilled trades careers; and a positive vision of the future; and

WHEREAS, the NAWIC Palmetto Chapter has sought to achieve successful results for James Island and surrounding areas in a cooperative spirit with other organizations;

Now therefore, be it proclaimed that I, Mayor Woolsey and the members of Council for the Town of James Island, SC, do hereby recognize the NAWIC Palmetto Chapter and its many dedicated volunteers for its steadfast work on behalf and support of women in construction, and do proudly proclaim the week of March 6-12, 2022 as “Women in Construction Week,” and encourage our citizens to congratulate the organization on its many accomplishments.

Proclaimed this 17<sup>th</sup> day of February, 2022.

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Bill Woolsey, Mayor

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Frances Simmons, Town Clerk

RESOLUTION NAMING TOWN HALL OFFICE BUILDING FOR  
FORMER TOWN ADMINISTRATOR  
ASHLEY KELLAHAN

WHEREAS, Ashley Kellahan was appointed by Council to serve as Town Administrator in 2013 and served through February 2022; and

WHEREAS, she provided exemplary leadership in developing and implementing many initiatives for the Town that greatly benefitted our island community, and

WHEREAS, she was an exemplar of a “servant leader” who was beloved by the Town staff and greatly appreciated by the Mayor and members of Town Council; and

WHEREAS, she played the key role in coordinating and compiling ideas from Town Council, staff, and members of the community in developing our shared vision of the James Island Town Hall; and

WHEREAS, she served as the prime contact for the architects and contractors that made our shared vision a reality resulting in a Town Hall that is widely recognized to be a great asset to our community;

NOW THEREFORE, the James Island Town Council dedicates the ASHLEY KELLAHAN OFFICE BUILDING at the James Island Town Hall in her honor and extend special thanks and appreciation for her immeasurable contributions, service, and leadership to the Town of James Island, and congratulate her on this recognition that will endure for generations to come.

IN WITNESS WHEREOF, I do hereby set my hand, and cause the seal of the Town of James Island to be affixed this 17<sup>th</sup> day of February, 2022.

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Bill Woolsey  
Mayor

ATTEST

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Frances Simmons  
Town Clerk

**ORDINANCE 2021-08**

**AN ORDINANCE REZONING REAL PROPERTY LOCATED 1715 OAK POINT ROAD (TMS# 340-09-00-009) FROM LOW-DENSITY SUBURBAN RESIDENTIAL (RSL) ZONING DISTRICT TO GENERAL OFFICE (OG) ZONING DISTRICT (EXHIBIT A)**

WHEREAS, property located at 1715 Oak Point Road, identified as Tax Map Number 340-09-00-009 and referenced on the attached exhibit is currently zoned Low-Density Suburban Residential (RSL) Zoning District; and

WHEREAS, the applicant requests this parcel be zoned to General Office (OG) Zoning District to allow for the use of the property as Fishing/Hunting Guide Service and Office Uses; and

WHEREAS, the applicant has submitted a complete application for Zoning Map Amendment (rezoning) pursuant to Section 153.043 of the Town of James Island Zoning and Land Development Regulations Ordinance (ZLDR); and

WHEREAS, the Town of James Island Planning Commission has reviewed the proposed Zoning Map Amendment and adopted a resolution, by majority vote of the entire membership, and recommended that the Town of James Island Council (Town Council) approve the proposed Zoning Map Amendment based on the Approval Criteria of Section 153.043 F of the ZLDR; and

WHEREAS, upon receipt of the recommendation of the Planning Commission, Town Council held at least one public hearing and after close of the public hearing, Town Council approved the proposed Zoning Map Amendment based on the Approval Criteria of Section 153.043 F of the ZLDR; and

**WHEREAS, Town Council has determined the Zoning Map Amendment meets the following criteria;**

- A. The proposed amendment is consistent with the Comprehensive Plan and the stated purposes of the Ordinance;**
- B. The proposed amendment will allow development that is compatible with existing uses and zoning of nearby property;**
- C. The Town and other service providers will be able to provide adequate water and sewer supply, storm water facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development;**
- D. The applicant provides documentation that the proposed amendment will not result in significant adverse impacts on other property in the vicinity of the subject tracts or on the environment, including air, water, noise, storm water management, traffic congestion, wildlife and natural resources; and**
- E. The subject properties are suitable for the proposed zoning classification considering such things as parcel size, parcel configuration, road access and the presence of natural resources and amenities.**

**NOW, THEREFORE, be it ordained by the Town of James Island Town Council, in meeting duly assembled, finds as follows:**

**SECTION 1. FINDINGS INCORPORATED**

**The above recitals and findings are incorporated herein by reference and made a part of this Ordinance.**

## **SECTION II. REZONING OF PROPERTY**

- A. Town of James Island Council rezones the property located at 1715 Oak Point Road, identified as Tax Map Number 340-09-00-009 and referenced on the attached "Exhibit A", from Low-Density Suburban Residential (RSL) Zoning District to the General Office (OG) Zoning District; and**
- B. Any and all development of the subject parcel must comply with the ZLDR and any and all other applicable ordinances, rules, regulations, and laws; and**
- C. The Zoning Map of Tax Map Number 340-09-00-009 referenced on the attached "Exhibit A", is amended to Office General (OG) in accordance with Section 153.043 H of the ZLDR.**

## **SECTION III. SEVERABILITY**

**If, for any reason, any part of this Ordinance is invalidated by a court of competent jurisdiction, the remaining portions of this Ordinance shall remain in full force and effect.**

## **SECTION IV. EFFECTIVE DATE**

**This Ordinance shall become effective immediately upon approval of Town Council following second reading.**

**ADOPTED AND APPROVED in meeting duly assembled this 18<sup>th</sup> day of November 2021.**

**TOWN OF JAMES ISLAND COUNCIL**

**By: \_\_\_\_\_**  
**Bill Woolsey**  
**Mayor of the Town of James Island**

**ATTEST:**

**By:** \_\_\_\_\_  
**Frances Simmons**  
**Town Clerk of the Town of James Island**

**Public Hearing: October 21, 2021**  
**First Reading: October 21, 2021**  
**Second Reading: November 18, 2021**



**ZONING/PLANNING  
DEPARTMENT**

**Zoning Map Amendment  
Case History: ZOG-7-21-011  
FIRST READING: OCTOBER 21, 2021  
SECOND READING: NOVEMBER 18, 2021**

**Case Information:**

**Area:** 1715 Oak Point Road  
**Parcel Identification:** 340-09-00-009

**History and Overview:**

1715 Oak Point Road (TMS #340-09-00-009) is located close to the intersection of Folly Road and is across Oak Point Road from Harris Teeter grocery store. The property currently has no structures located on it but does contain an access easement to the residential parcel to the south. The parcel included in the current Zoning Map Amendment Request is 0.476 acres in size and is in the RSL Zoning District. The parcel is considered a legal conforming lot.

The applicant, (Mr. Joel LeVine) and Representative (Ms. Catherine Cusick), are seeking to rezone the parcel from the RSL Zoning District to the OG Zoning District to enable the use of the property for his existing boat charter business, "Redfin Charters". The property may also be utilized for leased office space.

**Adjacent Zoning:**

The adjacent parcel to the east is in the Town of James Island and is zoned Community Commercial (SpeeDee Oil Change & Auto Service). The adjacent parcel to the west is in the City of Charleston's jurisdiction and is zoned General Office (Oak Point Pediatric Dentistry). To the south, the adjacent parcel is in the Town of James Island and zoned RSL and is under the same ownership as the subject parcel. The remaining surrounding area includes parcels in the City of Charleston zoned General Office, SR-1 and General Business, as well as several parcels in the Town of James Island zoned RSL.

**Approval Criteria:**

According to Section §153.043 F of the *Zoning and Land Development Regulations Ordinance (ZLDR)*, applications for Zoning Map Amendment (Re-zoning) approval may be approved only if Town Council determines that the following criteria are met:

Exhibit A

- A. The proposed amendment is consistent with the *Comprehensive Plan* and the stated purposes of this Ordinance.**

Staff's response: *The Comprehensive Plan*, Land Use Element states a need as, "encouraging sensitive and sustainable development practices." by "encouraging commercial structures that are in character with and maintain the suburban nature of the area". Additionally, the Economic Development states a strategy as "encouraging a variety of diverse commercial uses that will benefit the Town as a whole". The applicant states in his letter of Intent that "we will build a beautiful, sustainable and environmentally friendly space. RedFin will benefit our community via increasing the tax base and creating future partnerships". Therefore, this request may be consistent with the *Comprehensive Plan* and the stated purposes of this Ordinance.

- B. The proposed amendment will allow development that is compatible with existing uses and zoning of nearby property;**

Staff's response: Nearby properties have a wide range of existing uses (vehicle service, offices, grocery store, and residential) and zoning (commercial, general business, general office, and residential). The immediate adjacent properties are mixed between commercial, office and residential uses. Uses that are allowed in the OG Zoning District are compatible with existing uses in the vicinity, therefore, the proposed amendment may allow development that is compatible with existing uses and zoning of nearby property.

- C. The Town and other service providers will be able to provide adequate water and sewer supply, storm water facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development;**

Staff's response: The Town and other service providers will be able to provide adequate water supply, stormwater facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development, as the applicant's representative's letter of intent states. The applicant has started the process of septic installation.

- D. The applicant provides documentation that the proposed amendment will not result in significant adverse impacts on other property in the vicinity of the subject tract or on the environment, including air, water, noise, storm water management, traffic congestion, wildlife and natural resources; and**

Staff's response: The applicant's letter of intent states the intent of using stormwater mitigation and natural resource best practices such as pervious pavement, rain barrels and gardens, graywater recycling, low volume plumbing fixtures, solar panels and lighting, and energy efficient lighting fixtures. Additionally, the applicant's letter states that they "will pay special attention to any oaks and other significant trees or tree clusters" while they will also "work with a Landscape Architect to plant South Carolina native grasses, shrubs and trees".

- E. The subject property is suitable for proposed zoning classification considering such things as parcel size, parcel configuration, road access and the presence of resources and amenities.**

Staff's response: The subject property is a legal conforming lot in its current zoning designation of RSL. The subject property also meets the minimum standards for a General Office zoning designation including parcel size and parcel configuration. The parcel has direct access from Oak Point Road.



Exhibit A

**Planning Commission Meeting: September 9, 2021**

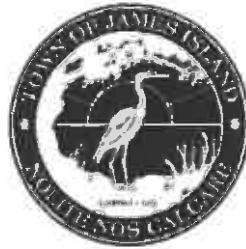
**Recommendation: Approval (4-0 vote)**

*Speakers in support: 2*

*Speakers in opposition: 0*

**Notifications:**

*A total of 92 notification letters and emails were sent to owners of property within 300 feet of the boundaries of the proposed zoning map amendment and to the James Island Interested Parties List on October 1, 2021. Additionally, this request was noticed in the Post & Courier on October 6, 2021 and the property was posted on October 1, 2021. The meeting notice was also sent to the Town News email recipients and was posted on the Town's Facebook page.*



**ZONING/PLANNING  
DEPARTMENT**

**Zoning Map Amendment  
Case History: ZOG-7-21-011  
FIRST READING: OCTOBER 21, 2021  
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The applicant, (Mr. Joel LeVine) and Representative (Ms. Catherine Cusick), are seeking to rezone the parcel from the RSL Zoning District to the OG Zoning District to enable the use of the property for his existing boat charter business, "Redfin Charters". The property may also be utilized for leased office space.

**Adjacent Zoning:**

The adjacent parcel to the east is in the Town of James Island and is zoned Community Commercial (SpeeDee Oil Change & Auto Service). The adjacent parcel to the west is in the City of Charleston's jurisdiction and is zoned General Office (Oak Point Pediatric Dentistry). To the south, the adjacent parcel is in the Town of James Island and zoned RSL and is under the same ownership as the subject parcel. The remaining surrounding area includes parcels in the City of Charleston zoned General Office, SR-1 and General Business, as well as several parcels in the Town of James Island zoned RSL.

**Approval Criteria:**

According to Section §153.043 F of the *Zoning and Land Development Regulations Ordinance (ZLDR)*, applications for Zoning Map Amendment (Re-zoning) approval may be approved only if Town Council determines that the following criteria are met:

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- C. The Town and other service providers will be able to provide adequate water and sewer supply, storm water facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development;**

Staff's response: The Town and other service providers will be able to provide adequate water supply, stormwater facilities, waste disposal and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development, as the applicant's representative's letter of intent states. The applicant has started the process of septic installation.

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- E. The subject property is suitable for proposed zoning classification considering such things as parcel size, parcel configuration, road access and the presence of resources and amenities.**

Staff's response: The subject property is a legal conforming lot in its current zoning designation of RSL. The subject property also meets the minimum standards for a General Office zoning designation including parcel size and parcel configuration. The parcel has direct access from Oak Point Road.

Exhibit A

**Planning Commission Meeting: September 9, 2021**

**Recommendation: Approval (4-0 vote)**

*Speakers in support: 2*

*Speakers in opposition: 0*

**Notifications:**

*A total of 92 notification letters and emails were sent to owners of property within 300 feet of the boundaries of the proposed zoning map amendment and to the James Island Interested Parties List on October 1, 2021. Additionally, this request was noticed in the Post & Courier on October 6, 2021 and the property was posted on October 1, 2021. The meeting notice was also sent to the Town News email recipients and was posted on the Town's Facebook page.*





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August 26, 2021

Town of James Island Planning Commission Board Members  
Deborah Bidwell, Bill Lyon, Mark Maher, Zennie Quinn & Ed Steers

Esteemed Planning Commission Board Members,

My name is Joel LeVine, owner of RedFin Charters. It's my hope to relocate our main office from downtown Charleston to a beautiful new building at 1715 Oak Point Drive. Born in South Carolina I moved to Charleston for college and never left. James Island is home for my wife, Rachel and our two young sons. James Island is the center of our family life and we hope to make many, many memories here! You might say I'm connected to James Island: the Robert E Scarborough bridge, aka the Connector, is named after a great cousin.

RedFin Charters was founded in 2013. Since then, we've won Charleston City Paper's "Best Fishing Charter" for the last 4 years! Our clientele includes locals, tourists from around the world and major corporations including Google, Ford and Whirlpool. We've been featured on The Discovery Channel, ABC and Bravo. This week we are filming with The Discovery Channel (again) highlighting RedFin Charters and the Charleston fishery.

RedFin is thriving: we expect to gross approximately 1.2 million this year, a 35 percent increase from our busiest year. By the numbers, we are the largest fishing charter in the country with 2500 charters expected this year. Our tight-knit team consists of myself, a business manager, a general manager, and our Captains. RedFin pays well, including bonuses, benefits and paternity leave so employees can spend time with their little ones as I was able to with our own two sons.

Balancing RedFin's success with generosity and a commitment to the environment are priorities for me. Giving back to the community is integral to our business model. We donate to multiple silent auctions benefiting local non-profits and community organizations. A favorite is "The Taste of James Island" benefiting James Island Outreach which does so much to provide needed assistance to James Island people. We've partnered with Charleston Aquarium to introduce children to our vibrant, aquatic community. Environmentally, I started a fund with the Community Foundation of the Lowcountry, Trout Eye and ZMAN to promote environmental sustainability. Together, we launched "Project ReSpeck" and raised enough money to purchase several mariculture tanks for the Waddell Mariculture Center. With these tanks they doubled their fish reproduction of Speckled Trout, Redfish or Cobia from 600,000 to releasing 1.2 million trout into Lowcountry waters. Toadfish Conservation Coalition, of which I'm a Board member, is building an acre of oyster habitat at Pitt Street Bridge. We plan a similar habitat on James Island Creek, which will positively impact the marine environment and habitat on James Island.

RedFin's proposed office on Oak Point Drive will enable us to be more efficient and effective with our daily operations and allow us to continue doing the work we love. With your approval of our rezoning request and Town Counsel's agreement we will build a beautiful, sustainable and environmentally friendly space. RedFin will benefit our community via increasing the tax base and creating future partnerships. We will continue to be a good neighbor and citizen to the island I love. Please feel free to reach out with any questions or concerns you may have. I eagerly await your determination.

Sincerely,

Joel LeVine, Owner  
RedFin Charters  
843-323-6650





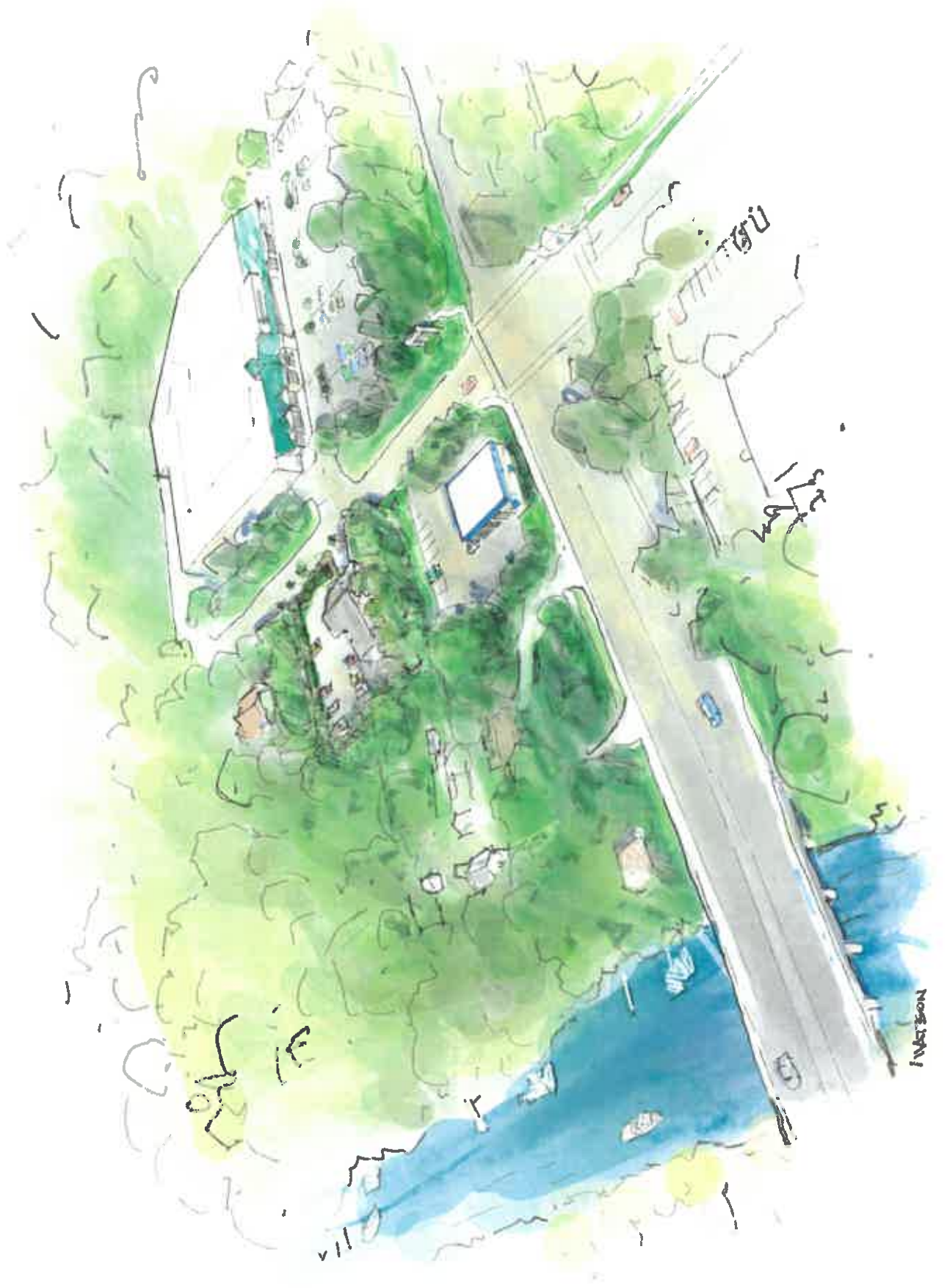
Reef in  
charts

ROSEMARY

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Watson



30 August 2021

Town of James Island Planning Commission  
Letter of Intent: Rezoning Application for 1715 Oak Point  
RedFin Charters, Joel Le Vine

To Town of James Island Planning Commission Members:

Thank you for allowing us to present this information regarding 1715 Oak Point.

**(1) The proposed amendment is consistent with the Comprehensive Plan and the stated purposes of this chapter;**

*The Town of James Island will encourage the orderly and environmentally sound development of the land with special consideration to maintaining the suburban character of the area. (TOJI Comprehensive Plan Land Use Element Goal)*

*Protect, preserve and enhance the natural environment.*

*Continue to encourage sustainable development practices to protect the environment from negative impacts of development. (TOJI Comprehensive Plan Natural Resources Element Goal)*

We have reviewed the Comprehensive Plan and believe our rezoning request is consistent with the intent of TOJI's Comprehensive Plan.

**(2) The proposed amendment will allow development that is compatible with existing uses and zoning of nearby property;**

The size and scale of the proposed project for 1715 Oak Point bridges the existing neighborhood's current and future commercial/residential make up. 1715 Oak Point is bound by a large Harris Teeter to the north (City of Charleston zoned GB), a Speedy Lube to the east (TOJI zoned CC), a Dental Office to the west (City of Charleston zoned GO). Three lots to the southeast, 685, 693 and 699 Folly Road are City of Charleston zoned GO. The lots directly south and southwest are residential lots. (Please see TOJI Zoning Map and City of Charleston Zoning Maps). A large commercial parcel (5+ acres) just south of James Island Creek is zoned Community Commercial and will be developed soon. The existing and future commercial enterprises surrounding 1715 Oak Point render it significantly less desirable for residential projects. We believe rezoning this property to OG is more compatible with adjacent existing and future uses.

**(3) The town and other service providers will be able to provide adequate water and sewer supply, storm water facilities, waste disposal, and other public facilities and services to the subject property, while maintaining adequate levels of service to existing development.**

**Cusick Hazeltine Architects LLC**

941 Stone Crab Court Charleston, South Carolina 29412

843 . 768 . 0862 cusickhazeltine . com



**(3) Cont'd**

**Water:** Charleston Water System has an 8" water main in the right of way on Oak Point Road which can serve this project. Letter from Linda Owens, CWS dated 6 August 2021

**Sewer supply:** We have a letter from Stephanie Boatwright at JIPSD stating there is no sewer connection available. Onsite Septic Engineering has been hired to classify the soils on 1715 so we can determine the permeability of the soil for a septic system.

**Storm water facilities:** Oak Point is an SCDOT Road and they manage the storm water as well. Email from Steven Canaday, SCDOT dated 5 August 2021.

**Waste disposal:** Town of James Island will provide containers for waste and will collect the waste on a weekly basis.

**(4) The applicant provides documentation that the proposed amendment will not result in significant adverse impacts on other property in the vicinity of the subject tract or on the environment, including air, water, noise, storm water management, traffic congestion, wildlife, and natural resources;**

**No significant adverse impacts on other property in the vicinity of the subject tract.** As previously stated, there are several existing commercial uses immediately adjacent to 1715 Oak Point. RedFin Charters will have a low traffic load with generally 2 or 3 employees on site at any given time.

**Noise:** There will be minimal noise escaping into the neighborhood.

**Water and Storm water management:** We plan to use pervious pavement for the majority of the hardscape: walkways, parking areas, etc. Additionally, we plan to use rain barrels and other water recovery systems for landscape irrigation. Depending on soil permeability we may need an onsite water retention pond which could become a rain garden. We plan to use several water saving options throughout the project including graywater recycling and low volume plumbing fixtures.

**Natural Resources:** When possible and practical we'll use sustainable and/or recycled material and energy saving options throughout the project. Solar panels affixed to the roof will provide for some of Redfin's electrical needs. We plan to use motion sensor lighting control, energy efficient fixtures and solar powered lighting throughout the project.

On the west side of the property there is a significant stand of trees separating 1715 Oak Point from the adjacent Dental office. These will remain intact and be supplemented by buffer planting on the east side of the easement fence.

We will pay special attention to any oaks and other significant trees or tree clusters on the site. We will work with a Landscape Architect to plant South Carolina native grasses, shrubs and trees while avoiding all invasive species.

[An Introduction to Native Plants for SC Landscapes | Home & Garden Information Center \(clemson.edu\)](#)

[Native Plant List — South Carolina Wildlife Federation \(scwf.org\)](#)

[Invasive plants sc south carolina \(scnps.org\)](#)

**(5) The subject property is suitable for proposed zoning classification considering such things as parcel size, parcel configuration, road access, and the presence of natural resources and amenities.**

<b>OG Density/Intensity and Dimensional Standards</b>	
Minimum lot area	4,000 square feet <b>20,715 sf</b>
Minimum lot width	50 feet <b>154.88'</b>
Minimum setbacks	
Front/street side	25 feet
Interior side	10 feet
Rear	15 feet
OCRM critical line	50 feet
Maximum building cover	40% of lot
Maximum height	35 feet

**Red notation are 1715 Oak Point lot size and width.**

Thank you for considering our request for the rezoning of 1715 Oak Point Road. Please let us know if we can answer any of your questions.

Best regards,

Catherine M. Cusick  
Cusick Hazeltine Architects LLC  
941 Stone Crab Court  
Charleston, South Carolina 29412  
843.324.6202