



Town of James Island, Regular Town Council Meeting  
March 21, 2019; 7:00 PM; 1122 Dills Bluff Road, James Island, SC 29412

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.

Members of the public addressing Council during the Public Comment period must sign in. Comments should be directed to Council and not the audience. Please limit comments to three (3) minutes.

1. Opening Exercises
2. Public Comment
3. Consent Agenda
  - a. Minutes: February 21, 2019 Regular Town Council Meeting
4. Presentation of **Draft Annual Budget for FY 2019-2010**
5. Information Reports
  - a. Finance Report
  - b. Administrator's Report
  - c. Public Works Report
  - d. Island Sheriffs' Patrol Report
6. Requests for Approval
  - a. 841 Santee St. Drainage Improvements
  - b. Stormwater Ordinance Revision Study
8. Committee Reports
  - Land Use Committee
  - Environment and Beautification Committee
  - Children's Commission
  - Public Safety Committee
  - History Commission
  - Rethink Folly Road Committee Report
  - Drainage Committee
9. Proclamations and Resolutions
  - a. Resolution #2019-05: **Adoption of Revised Public Information Plan - Charleston Regional Hazard Mitigation Plan**
  - b. Resolution #2019-06: Island Sheriffs' Patrol Officer of the Year, 2018
  - c. Resolution #2019-07: Camp Road Library Building
10. Ordinances up for Second/Final Reading:
11. Ordinances up for First Reading:
12. New Business

13. Executive Session: The Town Council may/will enter into an Executive Session in accordance with 30-4-70(a) Code of Laws of South Carolina (Council may take action on matters discussed in executive session)

14. Return to Regular Session

15. Adjournment:

**Note:** The April meeting of Town Council will be held on Thursday, April 25 @ 7:00 p.m.

The Town of James Island held its regularly scheduled meeting at 7:00 p.m. in Council Chambers, 1122 Dills Bluff Road, James Island, SC on Thursday, February 21, 2019. The following members of Council were present: Leonard Blank, Mayor Pro-Tem, Garrett Milliken, Darren “Troy” Mullinax, and Mayor Bill Woolsey, presided. Absent: Councilmember Joshua P. Stokes, who gave notice. Also, Ashley Kellahan, Town Administrator, Bonum S. Wilson, Town Attorney, Merrell Roe, Finance Director, Mark Johnson, Public Works Director, Sergeant. Shawn James, Island Sheriff’s Patrol, and Frances Simmons, Town Clerk. A quorum was present to conduct business.

Opening Exercises: Mayor Woolsey called the meeting to order and led Council in prayer, followed by the Pledge of Allegiance. FOIA: This meeting was published and posted in accordance with the Freedom of Information Act and the requirements of the Town of James Island.

Proclamation Honoring the Community Heroes: Mayor Woolsey read a Proclamation recognizing community heroes Sarah and Martin Hyatt, Sergeant Shawn James, James Island Actkidvists, Mary Edna Fraser, and James Island Vikings. Motion in favor was made by Councilman Blank, seconded by Councilman Mullinax, and passed unanimously.

Presentation of Community Hero Awards by James Island Pride: James Island Pride Chair, Henrietta Martin, Council Liaison, Garrett Milliken, and Mayor Woolsey presented certificates to the community heroes. Councilman Milliken asked the persons who made nominations to tell why their hero is being recognized.

*Sarah and Martin Hyatt (nominated by Councilman Milliken): Sarah and Martin Hyatt have been consistent participants in the James island Pride litter pickups for several years. In addition to this opportunity to engage in community service, I have observed them on several occasions removing litter from parks on James Island. If more James Islanders followed the example of Sara and Martin Hyatt, we would have a litter free island.*

*Sergeant Shawn James (nominated by Ashley Kellahan, Town Administrator and staff): Sergeant. Shawn James has worked as the Coordinator for the Island Sheriff’s Patrol for the Town of James Island since its fourth and final incorporation in 2012. During these 6 and half years, James Island has seen a remarkable increase in police presence on this island. The program began with just a few off-duty officers and now has expanded to nearly two dozen deputies. Sergeant. James hand-selects deputies to be a part of this group and works diligently to ensure the Island Sheriff’s Patrol is staffed with hard-working officers all dedicated to making James Island a safer community. He engages with the community and James Island residents have come to know and trust him. The Town staff is able to reach out to him with problems and he always strives to find a solution. His dedication to excellence was honored at the County level when he received the Chief Deputy Carrol Gordan Award in 2015 for Community Relations, which he accredits solely to his work on James Island. During his time here, many new programs and resources have been added to better serve the community. Those include the License Plate Recognition Camera on Folly Rd, Weekly Reporting of Crime Statistics, Deputy of the Quarter, Annual National Night Out Event, Enhanced Crime Prevention Signage, the Illumination Project and Dining with Deputies. During the summer and fall of 2018, there was heightened criminal activity on Greenhill Rd. Sergeant. James went above and beyond the call of duty, working around the clock and dedicating resources to James Island to solve the crimes. Perhaps the most outstanding work Sergeant. James does is behind the scenes. He walks the neighborhoods and really gets to know the community. He gives out his personal cell phone number to anyone needing assistance. He takes time to come to all of the James Island community events, including the regular meetings of the James Island Neighborhood Council, to give reports and hear the concerns of citizens. He*

*builds bridges and connections, which make our island residents feel safer and valued. We in turn value him and all that he does for James Island.*

*James Island Actkidvists (nominated by Eileen Dority): Children are our future, and they inherit the legacy of the advancements and missteps we make as a society. One group of children on James Island are not waiting to see what kind of community they will inherit. James Island Ocean Actkidvists, with guidance from Lindsay Henderson and Melinda Walto Ryan, are taking a leadership role in addressing some major issues here on James Island. Just recently, a group of Actkidvists wrote and gave public comment in support of the Town of James Island plastics reduction ordinance. In November 2018, Actkidvists also gave comments at the Charleston City Council meeting in support of the City's plastics reduction ordinance. Giving public comments in a packed room is hard for many adults, but these kids delivered their comments with poise and clarity. They are well informed and communicate their vision of the future through action and involvement in the regulatory process.*

*Actkidvists have a Facebook page where they share information on environmental issues important to James Island residents and encourage engagement of both kids and adults through videos and posters. It is peer encouragement that so often result in action. Having a group of kids pull together and be the example of engagement for their peers, takes both and leadership.*

*Actkidvists are engaged in hands on volunteer activities. In December 2018, Actkidvists sponsored a beach sweep on Folly Beach where children of all ages and parents scoured the beach for plastics and other trash. They also started a pledge to use reusable bags and straw. Over 350 children signed the pledge. Actkidvists hosted a booth at the November FamJam in Marion Square where kids and parents worked alongside each other to support and encourage a personal commitment to reducing unnecessary plastic waste.*

*It is collaborative efforts between adults and children, like the one carried out by James Island Ocean Actkidvists that encourage and inspire the next generation of humans to engage with their government, understand how laws and regulations are made and care about the future of our area, the world in which we live and the ocean that we share with so many marine species.*

*Heroes come in all ages, sizes and backgrounds and thus I am honored to nominate these brave kids and their parents for the Town of James Island Community Hero Award.*

*Edna Fraser (nominated by Carolyn Sotka). Read by JI Pride Chair, Henrietta Martin): Mary Edna is a longtime James Islander who is passionate about preserving and protecting James Island. In particular, preserving our waterways and keeping them clean and pollution free. She advocates for this and inspires all generations with her amazing art, which is topical and focused on James Island geography and waterways. She has passionately advocated for sensible development that will maintain the integrity of our island and its irreplaceable beauty. She takes her art nationwide and worldwide in promoting sustainability and protection of our low country natural resources. She also works very closely with groups like Charleston Waterkeeper and the Coastal Conservation League to promote protection of our environment and the integrity of our waterways.*

*James Island Vikings (nominated by Megan Williams and Melanie Miller): The James Island Vikings are an inspiration. They formed around 12 years ago with the goal of giving back to our community. Their fund raising has included cancer charities like Dragon Boat Racing and Bo's roast which is a chili cook off that raised over \$20,000 for Camp Happy Days for kids fighting cancer. They also help set the camp each year. They donate food to Pet Helpers, participate in Folly Beach sweeps, they cook and tend to the homeless and quietly help those who need a hand up. They donate their time, money, skills and manual labor. Though they never look for recognition for their kindness, they deserve to be thanked and recognized for their hard work and compassion.*

*Each community hero received a certificate of appreciation, a 2018 community hero award, and picture.*

**Public Comment:**

**Martin Williams, 1166-A Dills Bluff Road:** Martin Williams, Vice Chair, James Island Pride thanked Henrietta Martin, (JI Pride Chair), Mayor Woolsey, Councilman Milliken, staff and Sergeant James for their participation in the Sat. Feb. 2 litter pickup on Seaside Lane and Greenhill Road. The turnout was good and 30 volunteers that collected 77 bags of litter.

**Consent Agenda:**

- a. Minutes: January 17, 2019 Regular Town Council Meeting:
- b. Proclamation, 2019 Women in Construction Week

Motion to approve the consent agenda was made by Councilman Milliken, seconded by Councilman Mullinax and passed unanimously.

**Information Reports:**

- a. **Finance Report:** Finance Director, Merrell Roe presented highlights and gave an overview of the written report.
- b. **Administrator Report:** Town Administrator, Ashley Kellahan presented an overview of the written report. She reminded Council of the Budget Workshop scheduled March 7 @ 6 pm.

**Greenbelt Presentation:** Mrs. Kellahan gave an overview of the 2019 Greenbelt Program noting the criteria for the application process. The application is due date February 28. Mrs. Kellahan shared that the Town and the City of Charleston have been working together on a plan for a new Park on Folly Road. "Brantley Park", a 0.46-acre parcel is located at the corner of Folly Road and Brantley Drive. The property is in the City, but surrounds Town residents. It includes beautiful grand oak trees, a dock at the end of a small creek and marsh views towards Ellis Creek. The Town and City propose to share the cost of purchasing the site equally, each using a portion of their Greenbelt allocation. The appraised value of the property is \$466,000, so each municipality would split the cost 50/50 at \$233,000 each. Councilman Milliken asked about access to the park from Folly Road, if there is a parking lot to get to the property. Mrs. Kellahan said there is an existing curb cut and space for a small parking lot. Councilman Milliken also asked if there is a hard surface for ADA (Americans Disability Act) and Mrs. Kellahan said, no, not currently. Copy of presentation provided.

- c. **Public Works Report:** Public Works Director, Mark Johnson reviewed the written report and provided highlights of the month's activities.

**Presentation on Island Wide Drainage Basin Study – Task 1:** Mr. Johnson gave an overview and scope of the island wide study. He said that the Town is working with the County and City to identify all drainage

basins on the island, the persistent flooding, maintenance, and each jurisdiction has a separate infrastructure map depicting problem areas. Mr. Johnson reviewed the parameters of an intergovernmental agreement with the City, County and Town and each jurisdiction's involvement. Councilman Milliken asked if the infrastructure map was available on the website or could be for citizens to see what progress is being made. Mayor Woolsey noted that Task II would be completed by the end of March and priorities will be developed for areas that need repair. Copy of presentation provided,

Island Sheriff's Patrol Report: Sergeant. James presented the Island Sheriff's Patrol and the monthly crime reports. Sergeant James reported an increase in vehicle break-ins mainly due to unlocked cars. He commented on the Feb. 2 litter pickup on Seaside Lane/Greenhill Road, that it was a good event and thanked everyone that participated.

Requests for Approval:

Landscaping on Ft. Johnson Road, near Harbor Woods: Mrs. Kellahan presented for approval a request for landscaping on Ft. Johnson Rd. near Harbor Woods. The cost is \$19,500 for Natural Directors, LLC to install new plant material along the right-of-way to serve as a screen for the homes. These trees will consist of 30 gallon Leyland Cypress and Red Cedar planted on 4' centers. The trees will be 6-8' tall and alternated by species. The cost is for the purchase of material, shipping, and installation of 78 trees. The price does not include a warranty because they are not under irrigation. Motion in favor was made by Councilman Mullinax, seconded by Councilman Blank, Councilman Milliken asked where the location is and Mayor Woolsey said it is on the same side of the road, by the high school. Motion passed unanimously.

Award of Dills Bluff Boardwalk Project: Mrs. Kellahan stated that two bids were received for the Dills Bluff sidewalk project at the bid opening on Feb. 2. Mrs. Kellahan recommended award of the contract to Blutide Marine Construction, the low bidder for \$285,489. Motion in favor was made by Councilman Blank seconded by Councilman Milliken and passed unanimously.

Committee Reports:

Land Use Committee: No report.

Environment and Beautification Committee: Councilman Milliken thanked those who participated in the Feb. 2 Adopt-a-Highway litter pickup. Fifty volunteers picked up 37 bags of litter from our roadways. He also thanked the Triangle Assn. for hosting a litter pickup in the Seaside Lane/Greenhill Road neighborhoods, where 77 bags were collected. These two groups collected over 100 bags of litter. James Island Pride will host a gorilla trash pick-up on Saturday, April 13 from 9-11 a.m. Councilman Milliken recognized Stan Koszickowski, Chairman of the Helping Hands Committee. Helping Hands is looking for volunteers and interested persons should contact Stan at (860) 847-0544.

Childrens Commission: Mrs. Kellahan announced for Councilman Stokes that the Annual Easter Egg Roll would be held on Saturday, April 20 in partnership with the Town Market at the Town Hall. .

Public Safety Committee: Councilman Mullinax announced the Neighborhood Council meeting on Thursday, Feb. 28 at 7 p.m. Councilman Mullinax presented a nomination to the Neighborhood Council, Diana Belknap to represent Lighthouse Point. Councilman Mullinax moved for approval, seconded by Councilman Milliken and passed unanimously.

History Commission: Mayor Woolsey announced that at the last History Commission meeting the layout for the history booklet was received. The group also discussed plans for the cover. The Committee has sent a letter to the State Historic Preservation Office (SHPO) to request their support in updating information on particular sites on James Island (i.e., DNR).

Rethink Folly Road: Mayor Woolsey announced that the Rethink Folly Road committee met on Jan. 23. The Program Manager's position will be re-advertised.

Drainage Committee: Mrs. Kellahan announced for Councilman Stokes that the first meeting was held on Feb. 13. Members of Council were in attendance, as well as City Councilwoman Carol Jackson, and County Councilwoman Jenny Honeycutt.

Proclamations and Resolutions:

Resolution #2019-03: Authorizing Town Greenbelt Funds for 1708 Brantley Drive: Motion in favor was made by Councilman Blank, seconded by Councilman Milliken and passed unanimously.

Resolution #2019-04: Island Sheriff's Patrol Deputy of Fourth Quarter: Mayor Woolsey read a proclamation recognizing Jesse Leszczynski, as the Deputy of the Fourth Quarter. Deputy Leszczynski received a certificate, Town pin and \$50.00. Sergeant James complimented Deputy Leszczynski for his dependability, energy, and good relationship with the public. Motion in favor was made by Councilman Blank, seconded by Councilman Mullinax and passed unanimously.

Ordinances up for Second/Final Reading: None

Ordinances up for First Reading: None

New Business: None

Executive Session: Not needed

Adjournment: There being no further business to come before the body, the meeting adjourned at 7:55 p.m.

Respectfully submitted:

Frances Simmons  
Town Clerk

**TOWN OF JAMES ISLAND  
SOUTH CAROLINA**



**DRAFT BUDGET  
FISCAL YEAR 2019-2020**



**TOWN OF JAMES ISLAND  
SOUTH CAROLINA**



**FISCAL YEAR 2019-2020  
DRAFT BUDGET**

**MAYOR**

**W. BILL WOOLSEY**

**MAYOR PRO-TEM**

**LEONARD A. BLANK**

**TOWN COUNCIL**

**GARRETT MILLIKEN**

**DARREN "TROY" MULLINAX**

**JOSHUA STOKES**

## **BUDGET SUMMARY**

**BUDGET SUMMARY**

	2018/2019 AMENDED BUDGET	2018/2019 BUDGET ESTIMATE	2019/2020 DRAFT BUDGET
<b>Revenues</b>			
Operating Revenues	3,261,676	3,325,912	3,112,437
Transfer In from Funds Balance	1,254,261	1,398,933	922,488
<b>Total Revenues</b>	<b>\$ 4,515,937</b>	<b>\$ 4,724,845</b>	<b>\$ 4,034,925</b>

Expenditures	2018/2019 AMENDED BUDGET	2018/2019 BUDGET ESTIMATE	2019/2020 DRAFT BUDGET
ADMIN	565,130	573,390	589,730
ELECTED OFFICIALS	90,100	90,900	92,100
GENERAL OPERATIONS	458,250	435,830	480,125
PLANNING	13,585	9,224	14,300
BLDG. INSP	4,710	3,110	5,510
PUBLIC WORKS	291,420	290,713	175,550
CODE AND SAFETY	332,250	276,349	372,630
PARKS AND RECREATION	50,750	42,198	33,475
FACILITIES & EQUIPMENT	179,437	202,904	213,900
LEASE PURCHASE	675,000	600,834	-
COMMUNITY SERVICES	66,240	62,154	79,880
TRANSFER OUT TO RESERVE FUND	553,930	628,096	-
TRANSFER OUT TO CAPITAL PROJECTS	1,235,135	1,509,144	957,725
JIPSD FIRE AND SOLID WASTE SERVICES			1,020,000
<b>Total Expenditures</b>	<b>\$ 4,515,937</b>	<b>\$ 4,724,845</b>	<b>\$ 4,034,925</b>

Town Funds	2018/2019 AMENDED BUDGET	2018/2019 BUDGET ESTIMATE	2019/2020 DRAFT BUDGET
PROPERTY TAX CREDIT FUND	1,559,273	1,661,949	
RESERVE	1,244,480	1,318,646	1,318,646
TREE FUND	7,000	2,042	2,042
HOSPITALITY TAX FUND	704,958	1,260,384	1,260,384
STORMWATER FUNDS	435,369	403,178	166,611
UNEMCUMBERED FUND BALANCE AVAILABLE	<b>\$ 439,083</b>	<b>\$ 294,411</b>	<b>\$ 1,033,872</b>

# **REVENUES**

	2018/2019 AMENDED BUDGET	2/19/19 YTD	18/19 ESTIMATE	2019/2020 DRAFT BUDGET
<b>Revenues</b>				
Accomodations Tax	10,000	10,989	21,978	15,000
Brokers and Insurance Tax	545,000	1,234	620,000	620,000
Building Permit Fees	15,000	5,494	10,988	15,000
Business Licenses	375,000	187,657	350,000	365,000
Franchise Fees*	390,000	258,164	354,975	341,000
Grant Reimbursement	-	-	11,400	5,187
Liquor Licenses	10,000	-	10,000	15,550
Local Assessment Fees	2,800	967	3,000	3,000
LOST Revenue Fund	375,000	205,570	410,000	400,000
LOST Property Tax Credit Fund			1,059,126	1,025,000
Miscellaneous	1,000	100	500	500
Planning and Zoning Fees	12,500	7,541	12,900	12,500
State Aid to Subdivisions	263,946	130,130	260,241	260,200
Telecommunications	30,000	-	30,000	30,000
Tree Mitigation	2,500	150	1,000	1,500
Interest Income				3,000
Property Taxes*	1,228,930		1,228,930	1,282,155
Property Tax Rollback Credit	975,000	529,563		(1,025,000)
Property Tax Credit from Revenue Fund				(257,155)
LOST Rollback Fund - Interest Income	3,000		3,000	-
Transfer In from Property Tax Credit Fund	250,930		166,804	-
Net Property Taxes	(1,228,930)		(1,228,930)	-
<b>TOTAL</b>	<b>3,261,676</b>	<b>1,337,559</b>	<b>3,325,912</b>	<b>3,112,437</b>

\* 20 mils - \$20 per \$1,000 of assessed property value

# **EXPENDITURES**

	2018/2019 AMENDED BUDGET	2/26/19 YTD	2018/2019 ESTIMATE	2019/2020 DRAFT BUDGET
<b>Administration</b>				
Salaries	267,930	175,449	268,333.76	273,130
Fringe Benefits	89,000	64,374	98,454.35	103,500
Advertising	5,000	1,647	2,470.50	5,000
Audit	14,000	14,000	14,000	16,000
Bank charges	2,000	1,083	2,000	2,000
Bonding	2,150	700	2,150	2,150
Copier	5,200	3,254	4,940.00	5,000
Dues and Subscriptions	1,500	855	1,500	1,500
Employee Appreciation	500	401	500	500
Employee Training / Screening	850	352	850	850
Information Services	60,000	34,746	65,845	65,000
Insurance	33,900	34,602	35,000	35,000
Legal Services	50,000	27,142	50,000	50,000
MASC Membership	5,500	5,341	5,500	5,500
Mileage Reimbursement	800	218	500	800
Mobile Devices	2,300	1,945	2,300	2,300
Postage	6,000	3,608	4,500	6,000
Supplies	12,000	6,364	9,546.00	10,000
Town Codification	3,500	1,000	2,000	2,500
Training and Travel	3,000	566	3,000	3,000
TOTAL	<b>565,130</b>	<b>377,647</b>	<b>573,390</b>	<b>589,730</b>

	<b>2018/2019 AMENDED BUDGET</b>	<b>2/26/19 YTD</b>	<b>2018/2019 ESTIMATE</b>	<b>2019/2020 DRAFT BUDGET</b>
<b>Elected Officials</b>				
Salaries	50,000	33,922	50,000	50,000
Fringes	32,000	20,704	33,700	34,000
Mayor Expense	2,000	380	2,000	2,000
Council Expenses	4,000	180	4,000	4,000
Mobile Devices	2,100	577	1,200	2,100
TOTAL	<b>90,100</b>	<b>55,763</b>	<b>90,900</b>	<b>92,100</b>



	<b>2018/2019 AMENDED BUDGET</b>	<b>2/26/19 YTD</b>	<b>2018/2019 ESTIMATE</b>	<b>2019/2020 DRAFT BUDGET</b>
<b>General Operations</b>				
Salaries	341,100	213,326	326,263.29	351,765
Fringe Benefits	117,150	71,640	109,567.06	128,360
<b>TOTAL</b>	<b>458,250</b>	<b>284,966</b>	<b>435,830</b>	<b>480,125</b>

	<b>2018/2019 AMENDED BUDGET</b>	<b>2/26/19 YTD</b>	<b>2018/2019 ESTIMATE</b>	<b>2019/2020 DRAFT BUDGET</b>
<b>Planning &amp; Zoning</b>				
Advertising	1,500	211	1,000	1,500
Mobile Devices	660	105	660	660
Dues and Subscriptions	325	-	325	1,040
Mileage Reimbursement	200	129	200	200
Supplies	600	639	639	600
Training and Travel	1,800	412	1,800	1,800
Uniform / PPE	500	-	250	500
Planning Commission	4,000	810	1,810	4,000
Board of Zoning Appeals	4,000	1,540	2,540	4,000
TOTAL	<b>13,585</b>	<b>3,846</b>	<b>9,224</b>	<b>14,300</b>

	<b>2018/2019 AMENDED BUDGET</b>	<b>2/26/19 YTD</b>	<b>2018/2019 ESTIMATE</b>	<b>2019/2020 DRAFT BUDGET</b>
<b>Building Inspection</b>				
Mobile Devices	660	440	660	660
Dues and Subscriptions	800	185	500	800
Equipment/Software	500		-	500
Mileage Reimbursement	500		200	500
Supplies	500		-	500
Travel and Training	1,500		1,500	1,800
Uniform / PPE	250		250	250
Community Outreach	-	-	-	500
<b>TOTAL</b>	<b>4,710</b>	<b>625</b>	<b>3,110</b>	<b>5,510</b>

	<b>2018/2019 AMENDED BUDGET</b>	<b>2/26/19 YTD</b>	<b>2018/2019 ESTIMATE</b>	<b>2019/2020 DRAFT BUDGET</b>
<b>Public Works</b>				
Dues and Subscriptions	425	-	200	425
Mobile Devices	1,320	732	1,104	1,200
Emergency Management	15,000	16,846	19,346	15,000
Groundskeeping	40,000	27,503	41,254.50	50,000
Mileage Reimbursement	150	236	236	300
Public Outreach				500
Projects	200,000	106,362	200,000	100,000
Supplies	2,000	5,005	6,000	5,500
Traffic Control Devices	30,000	1,607	20,000	-
Training and Travel	1,925	1,482	1,925	1,925
Uniform / PPE	600	647	647	700
<b>TOTAL</b>	<b>291,420</b>	<b>160,420</b>	<b>290,713</b>	<b>175,550</b>

	2018/2019 AMENDED BUDGET	2/26/19 YTD	2018/2019 ESTIMATE	2019/2020 DRAFT BUDGET
<b>Codes &amp; Safety</b>				
Memberships/Dues	250		250	250
Crime Watch Materials	250		50	250
Equipment	250	853	853	900
Mileage Reimbursement	100		50	100
Animal Control	500		-	500
Overgrown Lot Clearing	1,500		500	4,000
Radio Contract	1,400	1,026	1,026	1,400
ISP Salary	265,000	137,402	198,469.56	265,460
ISP Fringes	41,500	36,208	52,300.44	73,950
ISP Programs	-	11,976	12,500.00	4,320
Supplies	250	-	100	250
Training	1,000		200	1,000
Uniform / PPE	250		50	250
Unsafe Buildings Demolition	20,000		10,000	20,000
TOTAL	<b>332,250</b>	<b>187,465</b>	<b>276,349</b>	<b>372,630</b>

	<b>2018/2019 AMENDED BUDGET</b>	<b>2/26/19 YTD</b>	<b>2018/2019 ESTIMATE</b>	<b>2019/2020 DRAFT BUDGET</b>
<b>Parks &amp; Recreation</b>				
JIRC Contribution	7,500	1,708	4,500	4,750
Parks	15,000	15,273	11,773	
Dock Street Park	-			1,500
Pinckney Park	-	-	1,200	2,500
Special Events	15,000	8,543	10,000	10,000
Youth Sports Program	13,250	5,525	14,725	14,725
TOTAL	<b>50,750</b>	<b>31,049</b>	<b>42,198</b>	<b>33,475</b>

	<b>2018/2019 AMENDED BUDGET</b>	<b>2/26/19 YTD</b>	<b>2018/2019 ESTIMATE</b>	<b>2019/2020 DRAFT BUDGET</b>
<b>Facilities &amp; Equipment</b>				
Equipment/Furniture	2,000	6,998	8,000	7,500
Facilities Maintenance	6,500	1,948	6,180	6,500
Generator Maint.	500	2,809	2,809	3,500
Janitorial	7,500	4,551	6,800	7,000
Rent	-	14,451	14,451	-
Security Monitoring	1,000	532	1,064	1,200
Street Lights	135,937	84,476	127,200	154,000
Utilities	20,000	18,726	32,864	28,200
Vehicle Maint.Expense	6,000	2,357	3,535.50	6,000
Vehicle Purchase	-	-	-	-
<b>TOTAL</b>	<b>179,437</b>	<b>136,848</b>	<b>202,904</b>	<b>213,900</b>

	<b>2018/2019 AMENDED BUDGET</b>	<b>2/26/19 YTD</b>	<b>2018/2019 ESTIMATE</b>	<b>2019/2020 DRAFT BUDGET</b>
<b>Community Services</b>				
Community Service Contributions	20,000	20,000	20,000	30,000
Repair Care Program	30,000	20,283	30,000	35,000
Teen CERT Program	500	-	-	500
Drainage Committee	500	-	-	500
Children's Commission	2,500	2,454	3,454	4,000
History Commission	4,240	1,000	1,000	4,880
James Island Pride	3,500	1,412	3,500	3,500
Neighborhood Council	1,500	969	1,000	1,500
Arts Committee	3,500	3,200	3,200	-
<b>TOTAL</b>	<b>66,240</b>	<b>46,118</b>	<b>62,154</b>	<b>79,880</b>



	<b>2018/2019 AMENDED BUDGET</b>	<b>2/26/19 YTD</b>	<b>2018/2019 ESTIMATE</b>	<b>2019/2020 DRAFT BUDGET</b>
<b>2016 Lease Purchase Bond - \$3.19 M</b>				
Town Hall Lease Purchase Payments	675,000	529,563	600,834	-
TOTAL	<b>675,000</b>	<b>529,563</b>	<b>600,834</b>	-

	17/18 ACTUAL	2018/2019 AMENDED	2/26/19 YTD	2018/2019 ESTIMATE	2019/2020 DRAFT
<b>JIPSD Fire &amp; Solid Waste Services</b>					
Tax Relief					1,000,000
Admin Expense					10,000
Auditor Expense					10,000
<b>TOTAL</b>	-	-	-	-	<b>1,020,000</b>

	2018/2019 AMENDED	2/26/19 YTD	2018/2019 ESTIMATE	2019/2020 DRAFT
<b>Hospitality Tax Fund</b>				
Hospitality Tax Revenue	500,000	258,125	516,250	510,000
Hospitality Tax Expense				
The Town Market		14,708	18,708	10,000
Guide to Historic James Island		3,405	13,619	15,000
ReThink Folly Rd - Staff Cost-Sharing				20,000
Santee St. Public Parking Lot		25,800	25,800	27,000
Community Events		2,000	2,000	5,000
Transfer Out to Capital Projects		30,850	69,850	433,000
Hospitality Tax Expense Total	500,000	76,763	129,977	510,000
Change in Balance	-	181,362	386,273	-
Beginning Balance	874,111		874,111	1,260,384
Ending Balance	874,111		1,260,384	1,260,384

	2018/2019 AMENDED BUDGET	2/26/19 YTD	2018/2019 ESTIMATE	2019/2020 DRAFT BUDGET
<b>Stormwater</b>				
Stormwater Revenue	163,690		163,690	163,690
Stormwater Expense				
Transfer Out to Capital Projects	435,369	51,777	195,881	400,257
Change in Balance	(271,679)		(32,191)	(236,567)
Beginning Balance	435,369		435,369	403,178
Ending Balance	435,369		403,178	166,611

	2018/2019 AMENDED BUDGET	2/26/19 YTD	2018/2019 ESTIMATE	2019/2020 DRAFT BUDGET
<b>Tree Fund</b>				
Tree Mitigation Revenue	7,000	135	135	500
Tree Mitigation Expense	7,000	-	-	500
Change in Balance	-	135	135	-
Beginning Balance	1,907		1,907	2,042
Ending Balance	1,907		2,042	2,042

**FIVE YEAR CAPITAL IMPROVEMENT PLAN FY2019/2020 - FY2024/2025**

	<b>AMENDED FY 18/19</b>	<b>ESTIMATE 18/19</b>	<b>FY 2019/2020</b>	<b>FY 2020/2021</b>	<b>FY 2022/2023</b>	<b>FY 2023/2024</b>	<b>FY 2024/2025</b>	<b>5 Year Total</b>
<b>Infrastructure</b>								
Quail Drive Sidewalk	64,260	-	61,200					61,200
Dills Bluff Sidewalk, PHASE I		3,527						-
Dills Bluff Sidewalk, PHASE II - Boardwalk	12,575	291,189						-
Dills Bluff Sidewalk, Phase III - Seaside to Winborn	11,300	11,300	26,500					26,500
Dills Bluff Sidewalk, Phase IV - Winborn to HBVR				12,000	28,000			40,000
Lighthouse Point Blvd Sidewalk and Drainage, Phase I		-	55,000					55,000
Regatta Road Sidewalk	5,000	-	17,000					17,000
Rembert Road Paving	45,000	39,350						-
Seaside Lane Sidewalk	210,000	204,128						-
Town Hall - Second Floor			45,000					45,000
Town Hall Sidewalk Completion to Hillman			25,500					25,500
Town Hall Sidewalk Completion to Camp			186,000					186,000
Traffic Calming Projects			30,000					30,000
Capital Improvement Projects			100,000					100,000
<b>Total</b>	<b>348,135</b>	<b>549,494</b>	<b>546,200</b>	<b>12,000</b>	<b>28,000</b>	<b>-</b>	<b>-</b>	<b>456,200</b>

	<b>AMENDED FY 18/19</b>	<b>ESTIMATE 18/19</b>	<b>FY 2019/2020</b>	<b>FY 2020/2021</b>	<b>FY 2022/2023</b>	<b>FY 2023/2024</b>	<b>FY 2024/2025</b>	<b>5 Year Total</b>
<b>Park Improvements</b>								
Dock Street Park								-
Pinckney Park	25,000	25,000	347,775					347,775
Greenbelt Park Project			63,750					63,750
<b>Total</b>	<b>25,000</b>	<b>25,000</b>	<b>411,525</b>					

	<b>AMENDED FY 18/19</b>	<b>ESTIMATE 18/19</b>	<b>FY 2019/2020</b>	<b>FY 2020/2021</b>	<b>FY 2022/2023</b>	<b>FY 2023/2024</b>	<b>FY 2024/2025</b>	<b>5 Year Total</b>
<b>Town Hall Project</b>								
Expense	4,052,000	4,124,650						
<b>Souces of Funds</b>								
Lease Purchase Bonds	3,190,000	3,190,000						
State Grant	100,000	100,000						
Town Hall Building Fund	200,000	200,000						
Added Funds for New Town Hall	562,000	562,000						
Fund Balance		72,650						

<b>Drainage Projects</b>	<b>AMENDED FY 18/19</b>	<b>ESTIMATE 18/19</b>	<b>FY 2019/2020</b>	<b>FY 2020/2021</b>	<b>FY 2022/2023</b>	<b>FY 2023/2024</b>	<b>FY 2024/2025</b>	<b>5 Year Total</b>
Grimsley Drive Drainage		35,080						195,160
Lighthouse Point Blvd Sidewalk and Drainage, Phase I	110,000	-	55,000					275,938
Greenhill / Honey Hill Drainage	115,000	49,657	49,657	287,000				713,204
Tallwood Drainage Improvements	61,800	91,694						228,144
Oceanview-Stonepost Drainage Basin	45,600	6,950	20,000					172,200
Quail Run Drainage Improvements	90,469							
Island-Wide Drainage Study	12,500	12,500						
Hazard Mitigation Project			150,000					
Drainage Improvement Projects			50,000					
Santee St. Drainage Improvements			75,600					
<b>Total</b>	<b>435,369</b>	<b>195,881</b>	<b>400,257</b>	<b>287,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>1,584,646</b>

<b>Hospitality Tax-Funded Projects</b>	<b>AMENDED FY 18/19</b>	<b>ESTIMATE 18/19</b>	<b>FY 2019/2020</b>	<b>FY 2020/2021</b>	<b>FY 2022/2023</b>	<b>FY 2023/2024</b>	<b>FY 2024/2025</b>	<b>5 Year Total</b>
Camp / Folly Bus Shelters	39,850	39,850	41,843					41,843
Camp/Folly Civic Space	228,442							-
Wayfinding Signage			12,000					12,000
Camp / Folly Landscaping	40,000	30,000						-
Streetscape Lighting at Camp / Dills Bluff Intersection	83,504		54,683					54,683
Rethink Folly Road - Phase I				200,000	200,000			400,000
Rethink Folly Road - Phase II-III								-
Folly Road Beautification	25,000		25,000					25,000
Pinckney Park Pavilion			110,925					110,925
Greenbelt Park Project	-		21,250					21,250
1248 Camp Road Building	-		50,000					50,000
Decorative Banners	-		8,400					8,400
Intersection Improvements at Camp / Dills Bluff	-		-	55,200				55,200
Santee Street Parking Lot Improvements	-		-	-	-	-	-	-
Other Tourism-Related Projects	114,675		108,900					108,900
<b>Total</b>	<b>531,471</b>	<b>69,850</b>	<b>433,000</b>	<b>255,200</b>	<b>200,000</b>	<b>-</b>	<b>-</b>	<b>888,200</b>

<b>Transfers In:</b>	<b>AMENDED FY 18/19</b>	<b>ESTIMATE 18/19</b>	<b>FY 2019/2020</b>
General Fund	1,235,135	1,509,144	957,725
Hospitality Tax Fund	531,471	69,850	433,000
Stormwater Funds	435,369	195,881	400,257













### CAPITAL PROJECTS

Quail Drive Sidewalk									\$	-	\$	64,260
Camp Rd Sidewalk, Phase III (Folly to Riverland)										-		
Dills Bluff Sidewalk, Design through Phase III			2,500		4,622		7,255			14,377		23,875
Lighthouse Point Blvd Sidewalk and Drainage Phase I										-		110,000
Green Hill/ Honey Hill Drainage							6,000			6,000		115,000
Grimsley Drive			35,080							35,080		
Tallwood Drainage	525						1,169			1,694		61,800
Oceanview-Stonepost Drainage				2,300	4,650					6,950		45,600
Rembert Road Paving										-		45,000
Regatta Road Sidewalk												5,000
Seaside Lane Sidewalk Design		204,128								204,128		210,000
Quail Run Drainage Improvements												90,469
Island-Wide Drainage Study								2,053		2,053		12,500
Pinckney Park Phase I-IV	120		2,005		11,991					14,116		344,025
	<b>645</b>	<b>204,128</b>	<b>39,585</b>	<b>2,300</b>	<b>21,263</b>	<b>1,169</b>	<b>13,255</b>	<b>2,053</b>		<b>284,397</b>		<b>1,127,529</b>
<b>Transfer In from Hospitality Tax</b>												
Transfer In from General Fund												692,160
												25%

### LOCAL OPTION SALES TAX ROLLBACK FUND

LOST Rollback			98,323	90,711	86,801	168,031		85,698		529,564		975,000
LOST Rollback - Interest Income	246	246	238	244	241	246	247			1,707		3,000
										531,270		978,000

### LEASE PURCHASE REVENUE BOND - TOWN HALL

Lease Purchase Bond Revenue			239,021	274,901		275,834		325,000		1,114,756		975,000
Town Hall Expenses	12,447	165,473	920	33,896	(31,520)	131,591	8,999			321,805		321,805



# ADMINISTRATOR'S REPORT

Feb-19

## ADMIN NOTES

- 1) Feb mtgs at Town Hall - 33 total. 13 were Town Mtgs
- 2) Acoustic project completed
- 3) BCEGS Score from ISO received - 3 for Residential and 4) for Commercial - County is a 4 for RSL and 2 for Comm. The lower the score, the lower the homeowners private insurance will be so residents will see a savings.
- 5) Town Hall Lease Purchase Bonds are defeased
- 6) Meeting with JIPSD regarding Cost Sharing Agreement and meeting with County Auditor held - moving forward with agreement for review/ approval
- 7) Town's Annexation Legislation has been filed in both the House and the Senate - H.3661 and S.669
- 8) Greenbelt Project Application - Brantley Park negotiations ongoing. If move forwards, County awards will be at their May Meeting

**TOTAL Business Licenses 120**

\*24 of those processed at Town hall

## Code Enforcement Cases

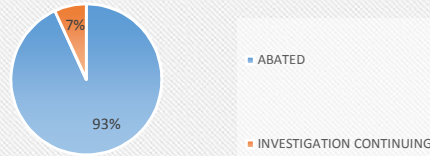
<b>TOTAL CASES</b>	<b>437</b>
<b>ABATED</b>	<b>395</b>
<b>INVESTIGATION CONTINUING</b>	<b>29</b>
RANK VEGETATION / SOLID WASTE	114
INOPERABLE VEHICLE	78
TREE CASES	35
NUISANCE PROPERTY	36

\* 6 new cases opened in February

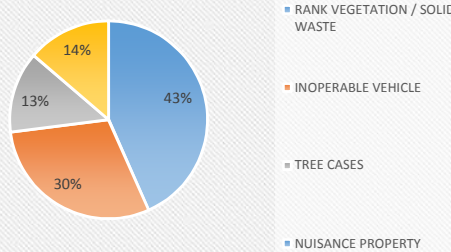
## Building Permits & Inspections

	Permits	Inspections
	110	131
Building	24	64
Eletrical	18	22
Plumbing	9	17
Mechanical	5	9
Gas	10	19
Pool	-	-
Roofing	7	-
Fire System	-	-
Sign	-	-
Trades	37	-
Previous Month	65	133

## Code Enforcement - Case Status



## Code Enforcement - Case Type

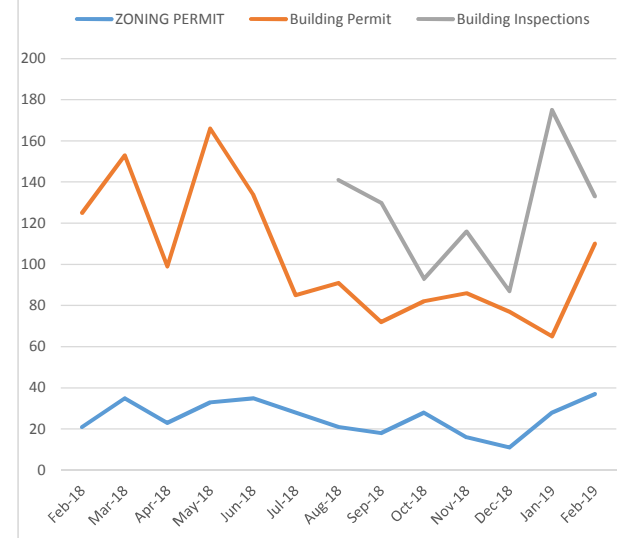


PERMIT TYPE	Feb-19
ACCESSORY STRUCTURE	
CLEARING & GRUBBING	
DEMOLITION PERMIT	2
EXEMPT PLATS	
FIREWORK STAND	
HOME OCCUPATION	3
LSPR	
NON-EXEMPT PLAT	
PD AMENDMENT (REZONING)	
RESIDENTIAL ZONING	12
REZONING	
SPR	
SIGN PERMIT	3
SITE PLAN REVIEW	
SPECIAL EVENT	1
SPECIAL EXCEPTION	
TEMPORARY ZONING	
TREE REMOVAL	7
TREE TRIMMING	
VARIANCE	
ZONING PERMIT	9
<b>TOTAL</b>	<b>37</b>

## PUBLIC WORKS NOTES

- 1) 4 new request for service in February, 3 were drainage related and Town Staff have responded to all the requests.
- 2) Fort Johnson at Lighthouse Blvd.: Charleston County Transportation Development has the Reveer Group continues working on the plans. SCDOT plans to do work at Lighthouse and Brigantine to conform to our overall plans.
- 3) Honey Hill Drainage: Easement acquisition process continues. We hosted an information workshop for this project on February 28th at Town Hall.
- 4) The James Island Comprehensive Drainage Plan group: Town, City and County reviewed preliminary basin delineation for accuracy and name identification.
- 5) Staff met with SCDOT representative to discuss work prioritization.
- 6) Staff continued to clear blocked culverts and ditches with in-house resources during rain events.
- 7) Town Staff replaced 2 STOP signs that were damaged/faded or otherwise illegible Staff cleaned an additional 4 traffic signs to extend their service life. Staff also cleared vegetation from ROW and from around signs at 10 locations. 6 potholes were repaired using 14 bags of material.

## PERMITS - 13 MONTH HISTORY





**Stantec Consulting Services Inc.**  
4989 Centre Pointe Drive Suite 200, North Charleston SC 29418-6952

06 March 2019

**Ashley Kellahan**  
Town Administrator  
Town of James Island  
1122 Dills Bluff Road  
James Island, SC 29412

Dear Mrs. Kellahan,

**Reference: 841 Santee Street Drainage Improvements**

Stantec Consulting Services Inc. (Stantec) is pleased to submit this proposal to the Town of James Island (Client) for providing drainage improvements at 841 Santee Street and its immediate surrounding area. This letter proposal is based on designing improvements for Option 2 of the drainage assessment we prepared for the Town on January 31, 2019. This proposal has been formatted to describe the scope of services offered and fees.

**SCOPE OF SERVICES**

**Task 1 – Construction Plans**

Stantec will develop construction plans for the project based on Option 2 of the concept prepared in the report submitted on January 31, 2019. This concept shows the drainage in front of 841 Santee Street being routed to the south to Centerwood Drive.

Stantec will survey the project area using GNSS (Global Navigation Satellite System) equipment. Drawings will be prepared using MicroStation software and be on 24" x 36" paper. The following elements will be included:

- Cover Sheet
- Existing Conditions
- Erosion Control
- Grading and Drainage
- Utility Plans
- Details

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

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



06 March 2019

Ashley Kellahan

Page 2 of 3

**Reference: 841 Santee Street Drainage Improvements**

for the existing utility facilities (if available), and determining the companies' requirements for the relocation of their facilities.

### **Task 2 – Permitting**

Stantec will prepare permit documents and submit upon client approval to SCDOT, Charleston County and SCDHEC. Permitting fees will be paid by Stantec and included as a project expense. Upon permitting approval, Stantec will submit final stamped plans for the Town's use in bidding.

### **EXCLUSIONS**

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

- Arborist services
- Landscape architecture
- Development of deeds or plats
- Geotechnical engineering
- Public involvement / coordination with the property owners
- Wetland impacts – the improvements are assumed not to impact any existing wetlands

08 March 2019

Ashley Kellehan

Page 3 of 3

Reference: 841 Santee Street Drainage Improvements

### PROPOSED FEE

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

Task	Fee
1 – Construction Plans	\$6,400.00
2 – Permitting	\$3,200.00
<b>Project Total</b>	<b>\$9,600.00</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.**

**Town of James Island**



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

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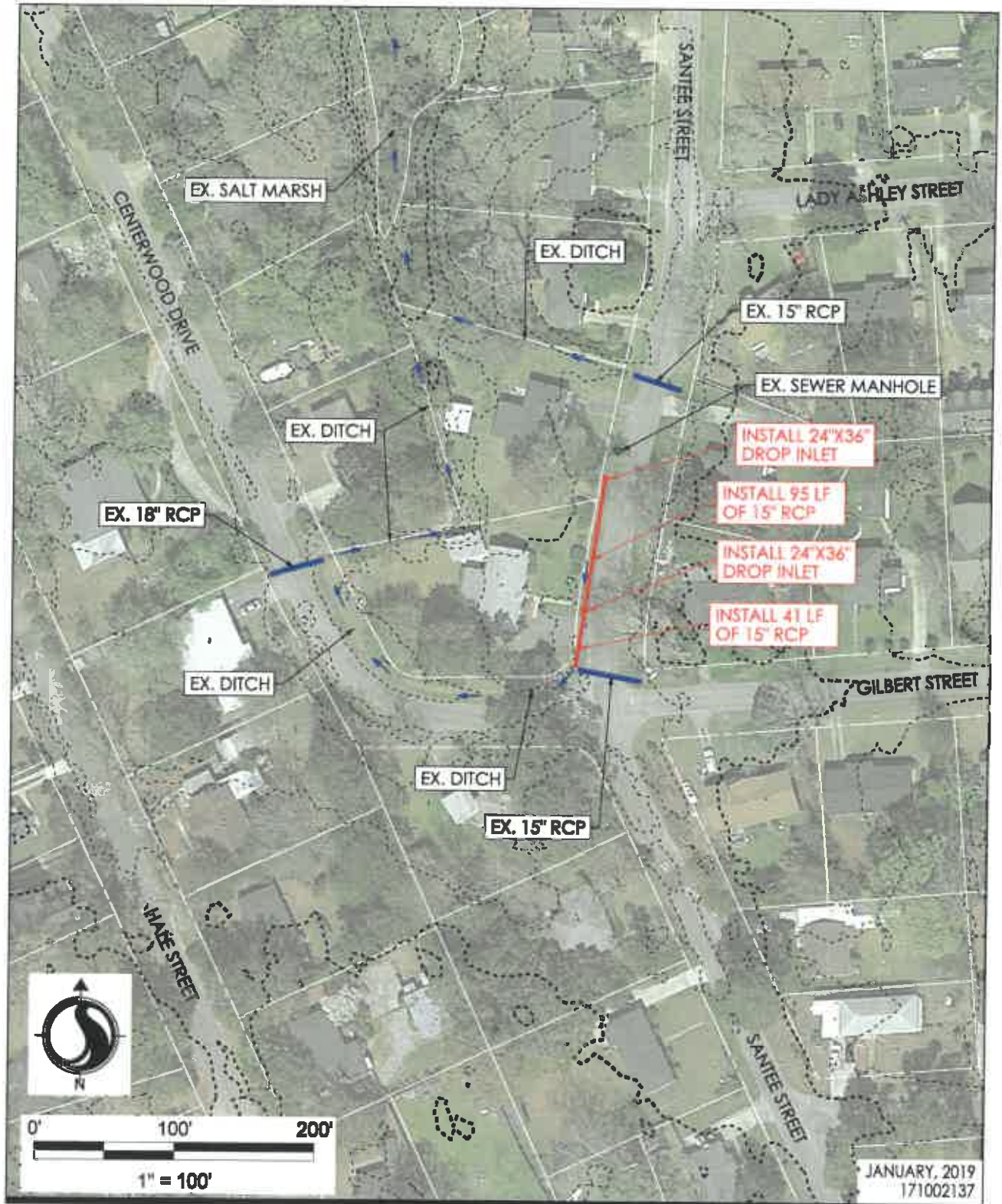
Approved by (Please Print)

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Signature

Attachment: Option 2, Master Services Agreement

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

**LEGEND**  
 — EXISTING PIPE  
 — PROPOSED PIPE

Client/Project:  
 TOWN OF JAMES ISLAND  
 DRAINAGE ANALYSIS AND  
 CONCEPTUAL DESIGN

Figure No.  
 2.2

Title  
 LOCATION 2 - OPTION 2  
 841 SANTEE STREET AND ITS IMMEDIATE  
 SURROUNDING AREA

Ashley Kellahan  
Town Administrator  
Town of James Island  
1122 Dills Bluff Rd  
James Island, SC 29412

Dear Ashley,

Please find below, a proposal for implementing the scope of work associated with improving drainage standards and policies within the Town of James Island.

### Background

The Town of James Island is seeking to improve drainage and prevent flooding in areas of the Town. The Town currently has a study under way to develop a drainage master plan for areas within the Town's jurisdiction. The Town currently has adopted the Charleston County Stormwater regulations and policies. The Town is seeking to further improve drainage by implementing appropriate changes and revisions to their current stormwater design standards to preserve and protect stormwater conveyance capacity regained by future improvements.

Goals for the effort will include the following:

1. Improve future drainage conditions by reducing runoff from future development.
2. Protect and expand the 100 year floodplain that provides stormwater storage capacity during storm events.
3. Prepare and accommodate changes in sea level.
4. Prevent flooding from tidal surge events.
5. Avoid impacts to existing properties from drainage modifications resulting from development or grading activities.
6. Develop better resilience within the jurisdictional boundaries through the protection of existing and future roadways, walkways, multipurpose paths and other Town assets through flood prevention.
7. Strengthen multi-jurisdictional collaborative efforts associated with consistency in stormwater design standards.

Weston and Sampson has developed a strategy and scope of work to accomplish the goals listed above. The Scope of work is listed below:

### Review Available Information (40 Hours)

Review current initiatives and gain an understanding of the overall stormwater and flooding status. This will be accomplished by a review of past initiatives, staff interviews to determine current repetitive loss areas, access restrictions cause by flooding and coordination with Thomas & Hutton Engineers to understand hydraulic model predictions and future improvements. This will also include a review of all stormwater master planning efforts by the Town, Charleston County and the City of Charleston that affect James Island.

#### Detailed Policy Review and Recommendation Development (24 Hours)

W&S will review the Charleston County stormwater design standards to determine sections that may be revised that will result in improving drainage as development occurs within the Town. This includes review of the 43 page Stormwater Design Manual that the Town currently uses for design guidance. W&S will develop stormwater policy changes and recommendations that specify exact sections, wording revisions, additions or deletions to current stormwater standards that are suitable for adoption by the Town.

#### Regional Collaboration (16 Hours)

W&S will prepare for and participate in two quarterly stormwater meetings to present recommendations and to gain a collaborative consensus associated with stormwater policies and standards that improve drainage conditions and prevent flooding. The 1<sup>st</sup> meeting will be to present draft recommendations. The second meeting will be to receive input and finalize recommendations from adjacent jurisdictions.

#### Presentation of Recommendations (16 Hours)

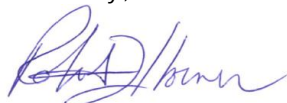
W&S will prepare for and host a revision recommendation workshop at Town Hall to present draft recommendations and gain input from interested parties. W&S will also provide presentations (two) to staff and council associated with final recommendations

We intend to have the project managed by Meghan Moody, PE. Meghan is an experience project manager with over ten years of experience in public works engineering. She is currently also managing several stormwater projects in the region and will keep the project on schedule. Meghan will be supported by Paige Lux, PE. Paige is also very experienced in public works drainage projects and will assist in the development of detailed policy language and project communication. I will also be very involved in the project and will share information that is currently being developed as a part of other regional drainage improvement projects as well as similar past efforts.

We can start the project immediately upon award and propose to have the policy recommendation effort completed within 90 days of initiation. Timing of presentations may be slightly affected by quarterly stormwater meetings schedules. We propose to provide the project for the lump sum fee of \$15,020 based upon a total effort of 96 hours.

Please let me know if you have any questions or comments. We look forward to working with the Town to improve drainage conditions.

Sincerely,



Robert L. Horner, PE  
SC Regional Manager  
[hornerr@wseinc.com](mailto:hornerr@wseinc.com)



**A RESOLUTION FOR THE ADOPTION OF THE REVISED *PUBLIC INFORMATION PLAN***  
**Town of James Island**

**WHEREAS** the County of Charleston has experienced the effects of natural and man-made hazard events and sees public education and outreach as a vital role in mitigation measures; and

**WHEREAS** the Charleston County Council approved the formation of the Charleston Regional Hazard Mitigation Plan and Public Information Committee that has prepared a recommended *Public Information Plan*; and

**WHEREAS** the recommended *Public Information Plan* has been widely circulated for review by residents / business organizations / professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

**WHEREAS** the Town of James Island is required to adopt the amended version of this plan on a five-year cycle for the Town to have an effective Community Rating System Program and receives increased discounts on flood insurance for residents; and

**NOW THEREFORE** be it resolved that

1. The *Public Information Plan* is hereby adopted as an official plan of the Town of James Island, and
2. The Charleston Regional Hazard Mitigation Plan and Public Information Committee is recognized as a continuing entity charged with reviewing, maintaining the *Public Information Plan* in accordance with Community Rating System, Flood Mitigation Assistance, Disaster Mitigation Act and Public Information Plan requirements, and periodically reporting on the progress towards and revisions to the plan to the Town Council of James Island.

Effective this 21 Day of March, 2019

\_\_\_\_\_  
Bill Woolsey  
Mayor

ATTEST

\_\_\_\_\_  
Frances Simmons  
Town Clerk

# **Public Information Plan**

**2017-  
2018**

---

## **Appendix A.1 to the Charleston Regional Hazard Mitigation Plan**



Charleston County  
Building Inspection Services  
4045 Bridge View Drive STE A311  
North Charleston, SC 29405  
843-202-6940

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***Link to the Charleston Regional Hazard Mitigation Plan:***

**<http://www.charlestoncounty.org/departments/building-inspection-services/files/Hazard-Mitigation-Plan.pdf>**



## Charleston County, South Carolina

# *2017-2018 Public Information Plan*

### *Purpose*

The Public Information Plan is a dynamic document with its purpose to act as a guidebook for appropriate Committees pertaining to the *Charleston Regional Hazard Mitigation Plan* and Project Impact to be able to update both efficiently and accurately the guidelines, procedures, and projects on educating the public and broadcasting and sharing new information critical to the area. To achieve this, the Plan outlines criteria necessary for the Committee to make these decisions such as the community needs assessment, the flood hazard and insurance assessment, and the repetitive loss assessment. With this Plan, the committees can create outcomes and opportunities for public education, including but not limited to, expos, access to information electronically, brochures, and community wide access and education through the participation of sixteen (16) jurisdictions within Charleston County.

### *Background*

The Charleston County area has historically survived numerous natural and man-made disasters with resilience and an urgent need to prevent or minimize the impact of future events. The community resistance to prevent problems made it very easy to create a community-wide program to educate residents and reduce the impact of future events. In 1987, the creation of a hazard mitigation plan was developed to support an application to participate in the FEMA Project Impact Program. Charleston County was selected as a Project Impact community in December of 1988. As originally created, the program required the establishment of a hazard mitigation plan. The frame work of implementing the program was an advisory committee including both a Hazard Mitigation Plan Committee and a Public Information Committee which continues on today as one joint committee.

The **goals** of this plan include but are not limited to:

1. Protecting the lives of our citizens to the best of our abilities from natural and man-made environmental hazards.

2. Assessing the extent of our vulnerability to natural and man-made environmental hazards.
3. Establishing cooperative relationships between the public, private and non-profit sectors to enhance our preparedness, response, recovery, and mitigation for hazard events.
4. Educating our citizens regarding their vulnerability to natural hazards and steps which may be taken to reduce that vulnerability.
5. Reducing vulnerability of our infrastructure and built environment to natural and man-made environmental hazards through specific mitigation projects that will also consider the historic and environmental resources of our area.

The *Charleston Regional Hazard Mitigation Plan* has been a multi-jurisdictional plan since the Project Impact program was utilized to promote the outreach program and assist with implementing the Action Plans of the *Charleston Regional Hazard Mitigation Plan*. In 2012, the Hazard Mitigation & Public Information Plan Committees, which were once separate, were combined and became the Hazard Mitigation & Public Information Plan Committee. In 2013, the *Charleston Regional Hazard Mitigation Plan* refined the roles of the overall Committee to comply with the Program for Public Information requirements of the 2013 Community Rating System. For the 2016-2017 update of the *Charleston Regional Hazard Mitigation Plan*, the Committee voted to change the name from Program for Public Information to Public Information Plan. Because the Public Information Plan is included as an appendix of the the *Charleston Regional Hazard Mitigation Plan*, it is voted on and adopted by all jurisdictions' Councils and will be updated yearly. The *Charleston Regional Hazard Mitigation Plan* is formally adopted by all jurisdictions on a 5- year cycle and Charleston County Council is notified of the annual updates between formal adoptions. The most recent formal adoptions took place in 2013 and the next is set to occur later in 2017. Please see the attachments (pages 39-55) following this document for each jurisdiction's adopting resolution.

Charleston County has participated in the Community Rating System (CRS) since 1994. The Community Rating System is a part of the National Flood Insurance Program (NFIP). Currently, Charleston County is a CRS Class 4, providing residents of Charleston County up to a 30% discount on flood insurance premiums. In an effort to increase public awareness and education, the County has implemented a Public Information Plan based on the past four years of work created and implemented by the Committee and the County. The final draft of the Public Information Plan was submitted to the insurance liaison of FEMA Region V requesting any comments on the draft document. The document will be formally adopted by the Hazard Mitigation & Public Information Plan Committee during the next adoption of the *Charleston Regional Hazard Mitigation Plan* later in 2017 or a special meeting will be held to formally adopt the Public Information Plan portion of the *Charleston Regional Hazard Mitigation Plan*.

## ***Hazard Mitigation & Public Information Plan Committee***

The Hazard Mitigation & Public Information Plan Committee is a large group of individuals working to ensure that the Public Information Plan maintains an effective system of providing the public with valuable information in regards to local hazards and mitigation efforts. The Public Information Plan is a program to provide information to target audiences and the public in general, about local hazards; how to prepare for, what to do in the event of, and how to recover from, potentially dangerous events that could affect our area. The Committee has been in place since the inception of the Project Impact program resulting in the Committee building on their experiences and their knowledgebase of the best methods for informing the public. The following tables identify current members of the Charleston Regional Hazard Mitigation & Public Information Plan Committee. This Committee is responsible for amending the *Charleston Regional Hazard Mitigation Plan* which includes the duties of amending the Public Information Plan. These members provide perspectives from different jurisdictions, areas of study or interests, government and non-government agencies, real estate and insurance agencies, in addition to stakeholders and concerned citizens from flood-prone areas. In order to be included in the *Charleston Regional Hazard Mitigation Plan*, each jurisdiction has designated members assigned to the Committee to represent different areas concerned within Charleston County. The *Charleston Regional Hazard Mitigation Plan* encompasses sixteen (16) jurisdictions, all of which participate in the CRS Program. Table 1 lists the jurisdictional designated members of the Committee, what jurisdiction they represent and their associated CEO.

**Table 1: Designated Members of the Committee**

<b>Jurisdiction</b>	<b>CEO</b>	<b>Designated Member</b>
Town of Awendaw	Miriam Green, Mayor	D. William Wallace, Town Administrator
Town of Hollywood	Jackie Heyward, Mayor	Edward Holton, Zoning Administrator
Town of James Island	Bill Woolsey, Mayor	Ashley Kellahan, Town Administrator
Town of Lincolnville	Charles Duberry, Mayor	Charles B. Duberry, Mayor
Town of McClellanville	Rutledge B. Leland, III, Mayor	Michelle McClellan, Town Clerk
Town of Meggett	Harry V. Herrington, Mayor	Stephanie Smith, Town Administrator
Town of Ravenel	Opal N. Baldwin, Mayor	Mark Bloomer, Planning Administrator
Town of Rockville	Riley A. Bradham, Mayor	Carl H. Simmons, Director, Building Inspection Services
Town of Seabrook Island	Ronald Ciancio, Mayor	Randy Pierce, Town & Zoning Administrator
City of Charleston	John Tecklenberg, Mayor	Laura Cabiness, Director, Public Service Dept.
City of Folly Beach	Tim Goodwin, Mayor	Eric Lutz, Building Official
Town of Kiawah Island	Craig Weaver, Mayor	Stephanie Tillerson, Town Administrator
City of Isle of Palms	Dick Cronin, Mayor	Douglas Kerr, Director, Building, Planning, & Zoning
Town of Mt. Pleasant	Linda Page, Mayor	Hillary Repik, Stormwater Manager
City of North Charleston	R. Keith Summey, Mayor	James Whittaker
Town of Sullivan's Island	Patrick O'Neal, Mayor	Randy Robinson, Building Official
Unincorporated Charleston County	Jennifer Miller, Administrator	Carl H. Simmons, Director, Building Inspection Services

With such a diverse group of Committee members, the Charleston Regional Hazard Mitigation & Public Information Plan Committee aspires to evaluate public information needs from all areas of interest. Stakeholders involved in the Charleston Regional Hazard Mitigation & Public Information Plan Committee come from various businesses, organizations and other government

agencies outside the community that hold special interest in the hazard mitigation process of Charleston County. Also, other stakeholders involved in the Committee represent floodplain residents, emergency responders, utility companies, business organizations, trade associations, environmental organizations, insurance agencies and lenders as well as major employers of the area. The Charleston Regional Hazard Mitigation & Public Information Plan Committee includes forty (40) stakeholder members, which makes up more than half of the voting Committee of fifty-six (56). Table 2 lists individual non-government stakeholder members of the Charleston Regional Hazard Mitigation & Public Information Plan Committee.

**Table 2: Stakeholder Members of the Committee**

<b>Name</b>	<b>Representing</b>
Shawn Engelman, Deputy Chief of Administration	James Island PSD
Chris Seabolt, Fire Chief	James Island PSD
Gary Alford, Assistant District Manager of Operations	North Charleston District and Sewer District
Ken Fischer, Manager	St. Andrews PSD
Christie Holderness, District Manager	St. Andrews PSD
Gavin Gilcrease, Administrative Assistant Chief	St. John's Fire District
Mike Rakoske, Assistant Chief of Administration	St. Paul's Fire District
Kent Scarborough, Safety Director	Charleston Water System
Ronnie Freeman, Safety Director	Mt. Pleasant Water Works
Ryan Henderson, Safety Compliance Director	Charleston Co Parks & Recreation Commission
Susan Klugman, CFO	St. Andrews Park & Playground Commission
Gary McJunkin, Director	Cooper River Parks & Playground Commission
Angela McJunkin, Director Code Enforcement	Cooper River Parks & Playground Commission
Michael Reidenbach, Security & Emergency Management	Charleston County School District
Sean Hughes, Facility Director	Charleston County School District
Woody Doossche, Safety Manager	Charleston County School District
Dana Henderson, Director of Risk Management	Charleston County School District
Randy Beaver, Dir. Envir Health & Safety	College of Charleston
Jordan Bradway, Emergency Manager	Roper St. Francis
Anne Sass, Grants Director	Roper St. Francis
Peter DiNicola, Director of Plant Operations	Roper St. Francis
Scott Cave, Certified Business Continuity Consultant	Atlantic Business Continuity Services
Mike Horton	Davis and Floyd
Robert George, Director of Conservation	SC Aquarium
Justin Healy, Owner	Shutter Services & Sales
William Salters, Coastal Services Project Manager, Planning	SC DHEC - OCRM
Amanda Ritsema, Hospital Preparedness Program Coordinator	SC DHEC
Aleta Riesberg, Real Estate Agent	Anchorline Properties
Chris Silcox, Insurance Agent	C.T. Lowndes & Co.
Debbie Eckard, District Manager, Education Coordinator	Charleston Soil & Water Conservation District
Cedric Green, Vice President	SCANA
Tim Mobley, VP, Engineering and Operations	Berkeley Electric Cooperative
Stewart Weinberg	Floodplain Resident
Bill West	Floodplain Resident
Thomas Payne	Floodplain Resident
Aleen Kinter	Floodplain Resident
Julie Hensley	Floodplain Resident
Nicole Elko	Floodplain Resident
Robert Cochran	Floodplain Resident
Henry Dingle	Floodplain Resident

Table 3 is a listing of other participating partners involved in the Charleston Regional Hazard Mitigation & Public Information Plan Committee. Though these are not Stakeholder members of the Committee, they still have a significant place in reaching the goals of the Committee. Also included in this category are Charleston County staff members, including the Public Information Officer, that provide assistance to the Committee and other jurisdictional government members and special district officials that have a special interest in flood and hazard related issues (i.e., public service district officials, parks and recreation commission members, sewer districts, etc.).

**Table 3: Other Participating Partners of the Committee**

Name	Representing
*Jody Muldrow, Planning Administrator	Town of Awendaw
*John Porcelli, Building Official	Town of James Island
Mark Johnson, Public Works	Town of James Island
James Hackett, Code and Safety Officer	Town of James Island
*Larry Brown, Town Council	Town of Lincolnville
Charles Gannt, Fire Chief	Town of Lincolnville
*Henry Holst, Town Council	Town of Rockville
*John Gregg, Mayor Pro-Tem	Town of Seabrook Island
John Turner, Town Council	Town of Seabrook Island
Tom O'Brien, Deput Director Public Service	City of Charleston
*Mark Wilbert, Emergency Management	City of Charleston
*Aaron Pope, Zoning Administrator	City of Folly Beach
Bob Maibach, (Fire) Training Officer	City of Isle of Palms
*Linda Tucker, Town Administrator	City of Isle of Palms
Desiree Fragoso, Assistant Administrator	City of Isle of Palms
*Bruce Spicher, Building Official	Town of Kiawah Island
Katherine Hendricks, Assistant Town Administrator	Town of Mt. Pleasant
*Rob Rogerson, Floodplain Manager	Town of Mt. Pleasant
Emily Raby, Stormwater	Town of Mt. Pleasant
Michael Hardy, Staff Engineer	City of North Charleston
Eyda Arroyave, Planning and Zoning Assistant	City of North Charleston
*Darbis Briggman, Chief Building Official	City of North Charleston
Benjamin Brown, Inspector	City of North Charleston
*William Barfield, Emergency Preparedness Coordinator	City of North Charleston
*Joe Henderson, Zoning Administrator	Town of Sullivan's Island
*William Horne	Charleston County Building Inspection Services
Cindy Cahill	Charleston County Building Inspection Services
Niki Grimball	Charleston County Building Inspection Services
Eric Adams	Charleston County Transportation
Taylor Hall	Charleston County Transportation
*Brock Clary	Charleston County EMD
Chris Wannamaker	Charleston County Public Works
Shawn Smetana	Charleston County Public Informaiton Officer
<i>* Denotes other participating partners that are considered alternative voting members in the absence of the designated member.</i>	

Participation in the Charleston Regional Hazard Plan and Public Information Committee requires attendance of at least one voting member and associated stakeholders. Because of the diverse nature of the Committee, at least two representatives from each jurisdiction are included in the Committee and more than half of the Committee's members are non-government stakeholder members. This diversity allows the Committee to take into account all perspectives of different areas, groups and interests affected by local hazards. Participation from every Committee member is essential in creating and maintaining an effective Public Information Plan because all of the

members have an interest and knowledge of hazard mitigation and the importance of public outreach to produce a better outcome after an event.

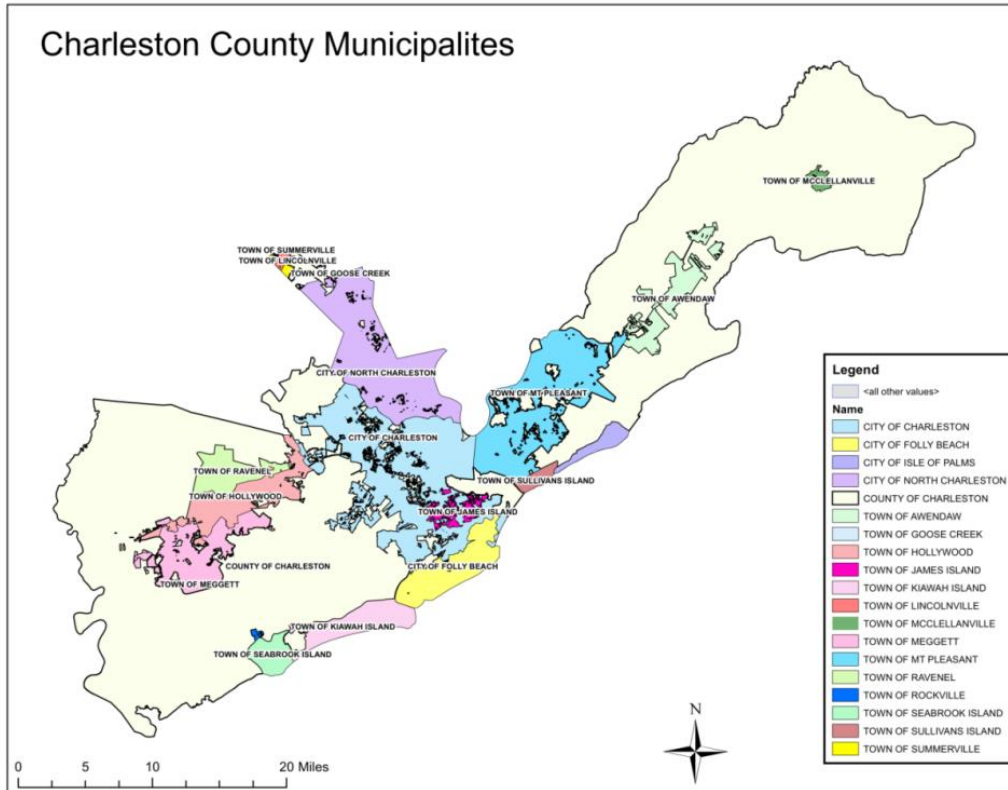
The Committee has met at least twice a year since the creation of the Public Information Plan in 2012. At these meetings, outreach topics are discussed and modified if necessary, target audiences and areas are addressed and outreach projects are reviewed. These messages and topics have been adjusted over the years to suit the area's current informational needs and are listed in a later section of this document. This year's meetings were held on June 13, July 18 and August 22, 2017.

### *Community Needs Assessment*

Charleston County is located along the southeast coast of South Carolina and is subject to many different hazards, from localized flooding to major hurricanes and earthquakes. It encompasses approximately 916 square miles of land, marshes, rivers, and wetlands with a coastline that stretches nearly 100 miles along the Atlantic Ocean.

The Charleston region's population is growing 3 times faster than the U.S. at a rate of 13.2 percent since 2010 to an estimated 2016 population of 396,484, with a median age of 37 and a median household income of approximately \$53,437. The labor force consists of around 40,742 companies. Around 89.7 percent of Charleston County residents have a high school degree or higher level of education, and 17.2 percent of the population below poverty level.

Charleston County consists of the unincorporated areas and the municipalities of the Town of Awendaw; Town of Hollywood; Town of James Island; Town of Lincolnville; Town of McClellanville; Town of Meggett; Town of Ravenel; Town of Rockville; Town of Seabrook Island; the City of Charleston; City of Folly Beach; City of Isle of Palms; Town of Kiawah Island; Town of Mount Pleasant, City of North Charleston; and Town of Sullivan's Island.



The *Charleston Regional Hazard Mitigation Plan* and this Public Information Plan also address the vulnerabilities of the Region to each of the major types of hazards facing the region. Each of the major hazard types are discussed in terms of:

- Types of buildings that are most vulnerable to particular hazards
- Estimation of the total number of buildings vulnerable to flood/hurricane damage
  - 78,355 buildings in the region are vulnerable to such damage based on their location in *Special Flood Hazard Area*
  - 47,169 buildings of the total number listed above are also vulnerable due to their date of construction
- Estimated potential building/property losses due to earthquakes and tornadoes
- The types of hazards that pose a threat and in what manner
- Known flood damages
- Past flood impacts
- Emergency warning needs
- Critical facilities
- Natural and beneficial functions of floodplains
- Development and population trends
- Economic impact of hazard events



The overall determination from this section is that the Charleston Region is potentially vulnerable to loss as a result of a hazard event to a relatively high degree, particularly considering the increasing number of residents not necessarily familiar with the types of hazards facing the region and how best to prepare and protect themselves from these hazards. Since tourism plays such a predominant role in the local economy and is often negatively affected by large-scale hazard events with national media coverage, the potential economic losses associated with a hazard event are potentially high.

### ***Flood Hazards***

Flood hazards are of particular importance to the Charleston County area because flooding is caused by many different environmental factors in this area. For example, a heavy rainstorm along with a particularly high tide can easily shut down roads in certain areas. Additional exposure to flooding comes from hurricanes, the fact that much of the area is considered below sea level, seasonally high rainfall amounts and construction of new developments which decreases the wooded areas all create the potential for flooding issues. Many drainage projects have occurred over the past few years to reduce the effect that the drainage system has on flood potential.

### ***Flood Insurance Assessment***

A flood insurance assessment has been performed for Charleston County to evaluate the participation in current flood insurance coverage, determine new avenues for public outreach to inform residents of the importance of flood insurance coverage and assess where increased coverage is essential. The Charleston area community sits near the coast, experiences heavy rains at times, and is below sea level making the area very susceptible to flooding in some areas more than others. Since 2012, the Charleston area has suffered an estimated \$19,237,750 in damages from flooding. The purpose of performing a flood insurance assessment in the Charleston area is aimed at hazard mitigation while reducing repetitive loss, increasing awareness and preparation, and continuing to evaluate ways to protect the lives of citizens from natural and man-made environmental disasters.

The process to assess flood insurance coverage started with an evaluation of each jurisdiction's total valuation of site-built structures, determining what flood zone structures were in (for both residential and commercial) and preparing a total number of structures located within the Special Flood Hazard Areas as documented in Table 4 below.

**Table 4: Site-Built Structures Valuation Per Jurisdiction**

Jurisdiction	Total Value "A" Zones Site-Built Structures (mil\$)	Total Value "V" Zones Site-Built Structures(mil\$)	Total Value Site-Built Structures Not in the SFHA (mil\$)	Total Value of Site-Built Structures Not Flood-Zone Coded** (mil\$)
City of Charleston	5,777,921,273	750,627,390	3,801,446,549	3,473,368,792
City of North Charleston	690,481,090	19,600,400	4,258,804,696	4,017,936,428
Folly Beach	163,347,899	248,011,799	15,877,700	0
Hollywood	157,939,002	0	200,490,924	188,179,624
Isle of Palms	1,052,711,587	399,688,099	8,672,200	6,216,400
James Island	506,022,901	41,931,600	330,248,700	327,591,300
Kiawah Island	1,631,621,801	97,644,200	89,768,300	0
Lincolnton	19,268,100	0	7,526,800	6,266,600
McClellanville	68,063,993	9,266,899	3,345,200	785,100
Meggett	116,305,400	345,400	20,585,600	14,424,500
Ravenel	17,022,300	0	99,536,501	94,945,001
Rockville	7,344,600	9,521,100	3,552,000	3,552,000
Seabrook Island	641,314,800	59,571,700	12,919,700	0
Sullivans Island	190,601,414	246,197,000	2,784,200	0
Summerville	26,357,000	0	79,418,500	57,263,800
Town of Awendaw	34,256,493	13,677,800	38,118,000	35,788,800
Town of Mt Pleasant	4,432,269,912	472,292,400	3,784,325,856	3,454,453,256
Unincorporated Chas County	1,967,776,836	314,573,404	1,471,134,243	1,381,493,543
<b>Total Region</b>	<b>17,500,626,401</b>	<b>2,682,949,191</b>	<b>14,228,555,669</b>	<b>13,062,265,144</b>

Of these totals, another table was prepared to determine the total number of structures that were site-built prior to 1985 within each jurisdiction to evaluate the percentages of structures located within a Special Flood Hazard Area and constructed prior to 1985. Table 5 below represents pre-1985 structures located within Special Flood Hazard Areas.

**Table 5: Percentages of Homes within SFHA's per Jurisdiction**

Jurisdiction	Pre-1985 Site-Built Residential Buildings in SFHA	Pre-1985 Commercial Buildings in SFHA	Total Pre-1985 Site-Built Buildings in SFHA	% of All Site-Built Buildings In Jurisdiction Constructed Pre-1985 and in SFHA	Pre-1985 Mobile Homes in SFHA	Total Site-Built Buildings Pre-1985 & Mobile Homes in SFHA
City of Charleston	12,946	1,896	14,842	61.4	44	14,886
City of North Charleston	1,693	527	2,220	13.21	278	2,498
Folly Beach	923	50	973	99.18	0	973
Hollywood	93	10	103	12.13	11	114
Isle of Palms	2,129	14	2,143	99.72	0	2,143
James Island	2,444	34	2,478	59.11	9	2,487
Kiawah Island	1,629	25	1,654	100	0	1,654
Lincolnton	92	7	99	63.46	27	126
McClellanville	163	23	186	98.41	0	186
Meggett	199	18	217	88.93	18	235
Ravenel	34	5	39	11.11	19	58
Rockville	58	2	60	85.71	1	61
Seabrook Island	1,150	7	1,157	99.57	0	1,157
Sullivans Isle	636	15	651	100	0	651
Summerville	0	0	0	0	0	0
Town of Awendaw	79	7	86	32.58	6	92
Town of Mt Pleasant	2,362	260	2,622	33.54	3	2,625
Unincorporated Charleston County	6,046	279	6,325	44.68	333	6,658
<b>All Regions</b>	<b>32,676</b>	<b>3,179</b>	<b>35,855</b>	<b>avg 61.26%</b>	<b>749</b>	<b>36,604</b>

An analysis was performed to determine the average amount of coverage in each jurisdiction, and includes data on the number of policies in force and the number of structures in the Special Flood Hazard Areas. Table 6 is a chart representing this information. Overall, the average amount of

coverage is around \$266,000 though the number of policies for each jurisdiction ranges from 19 policies to 23,908. The population of each of these jurisdictions ranges drastically explaining the wide range of differences in the number of policies in force.

**Table 6: Flood Insurance Coverage Assessment**

Jurisdiction	Residential structures in the SFHA (site built)		Commercial Structures in the SFHA (site built)		Total Structures in the SFHA (including site-built and mobile homes)		# Policies in Force	Premium	Total Insurance in Force Pre/Post FIRM	Average Coverage
	A/AE Zone	V/VE Zone	A/AE Zone	V/VE Zone	A/AW Zone*	V/VE Zone				
Town of Awendaw	223	34	17	3	296	38	65	\$36,943	\$18,857,000	\$290,107.69
Unincorporated Charleston County	10,771	1,149	560	80	12,445	1,276	19814	\$13,249,722	\$5,446,787,400	\$274,895.90
City of Charleston	21,421	1,373	2,950	270	24,465	1,646	23908	\$22,398,374	\$6,313,609,000	\$264,079.35
City of Folly Beach	971	1,143	41	37	1,012	1,180	1664	\$2,774,574	\$419,436,600	\$252,065.26
Town of Hollywood	446	0	26	0	506	0	312	\$139,026	\$44,095,000	\$141,330.13
City of Isle of Palms	3,345	1,030	230	82	3,575	1,112	4019	\$4,544,008	\$1,127,285,200	\$280,488.98
Town of Kiawah Island	3,453	68	56	7	3,509	75	2212	\$1,135,098	\$636,363,800	\$287,687.07
Town of McClellanville	298	22	56	1	355	23	222	\$279,905	\$59,043,600	\$265,962.16
Town of Meggett	552	2	34	1	642	3	262	\$159,855	\$72,081,500	\$275,120.23
Town of Mount Pleasant	13,852	1,216	701	220	14,569	1,437	14898	\$8,067,500	\$4,306,565,100	\$289,070.02
City of North Charleston	2,128	1	834	18	3,789	19	1751	\$1,448,891	\$415,501,500	\$237,293.83
Town of Ravenel	92	0	19	0	192	0	31	\$19,302	\$8,816,900	\$284,416.13
Town of Rockville	37	37	1	1	39	38	19	\$41,655	\$5,286,500	\$278,236.84
Town of Seabrook Island	2,149	89	34	3	2,183	92	1063	\$645,897	\$300,248,000	\$282,453.43
Town of Sullivan's Island	493	535	17	12	510	547	879	\$1,819,441	\$266,405,500	\$303,077.93
Town of Summerville	200	0	1	0	201	0	167	\$76,603	\$43,947,800	\$263,160.48
Town of Lincolnville	165	0	24	0	255	0	n/a	n/a	n/a	n/a
Town of James Island	2,885	190	68	1	2,972	191	n/a	n/a	n/a	n/a
<b>Totals</b>	<b>63,481</b>	<b>6,889</b>	<b>5,669</b>	<b>736</b>	<b>71,515</b>	<b>7,677</b>	<b>71286</b>	<b>\$56,836,794</b>	<b>\$19,484,330,400</b>	<b>\$266840.34 average</b>

Because the Charleston area includes roughly 72,000 existing policies, it is important to keep the public aware of the importance of flood insurance because this area is still growing drastically. Thousands of new homes are constructed or added on to every year and new residents are moving to the area every day. Keeping new and existing residents informed about flood hazards and flood insurance is an essential part of public information activities due to the vast nature of the hazards in our area.

In conclusion, the Committee along with assistance from Charleston County employees, have determined some items that are necessary to improve flood insurance coverage after evaluating the flood insurance assessment. This plan includes:

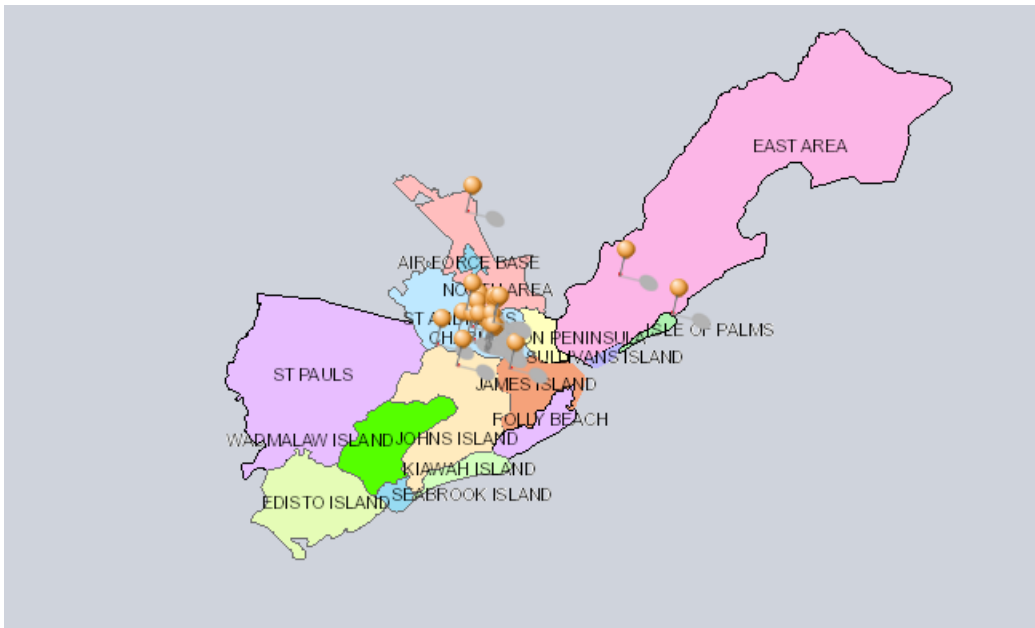
1. Have a home evaluation:
  - a. Review existing elevation certificate
  - b. Most Pre-FIRM homes do not have elevation certificate
    - i. Get an elevation certificate
2. Areas that may lower the lowest floor elevation:
  - a. Enclosures below BFE without flood vents
    - i. crawl space
    - ii. garage
    - iii. storage
    - iv. areas under stairs
    - v. elevator shaft
  - b. Unpermitted living area below BFE
3. After evaluation and elevation certificate review, areas that may need retrofitted:

- a. Elevate Finished floor or lowest horizontal structural member
    - i. Homes built Pre-Firm
    - ii. BFE changed with map updates
  - b. Additional flood vents in enclosure to equal 1 square inch per 1 square foot
  - c. Remove unpermitted living space below BFE
  - d. Raise mechanical equipment/ductwork
  - e. Install flood vents in elevator shaft
4. After retrofit:
- a. Get new elevation certificate
  - b. Get new rate on insurance

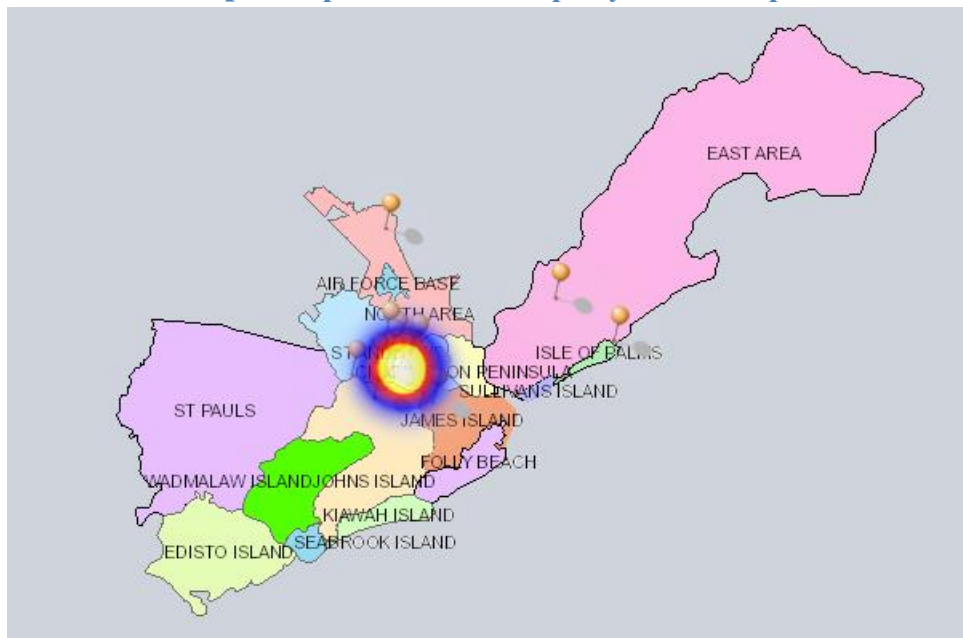
### ***Repetitive Loss Properties***

Repetitive loss properties are a serious issue in communities across the United States. Repetitive loss properties drain funds that are needed for preparation of possible catastrophic events, initial rise in the National Flood Insurance's annual revenue losses, and subsequently cause a burden on the National Flood Insurance Program. According to 2017 Repetitive loss data, Unincorporated Charleston County has 27 repetitive loss properties. A thorough review of the specific underlying causes of the repetitive loss properties has been completed, indicating that the majority of properties all had a similar issue- they were equipped with a very poor drainage system surrounding each property. In an effort to increase awareness and work towards reducing this issue, drainage improvement plans have been included in the 2017-2018 *Charleston Regional Hazard Mitigation Plan*. In addition to the drainage improvement projects, individualized outreach continues to take place for these properties to inform residents, affected citizens and/or businesses of the improvement plans in effect to reduce the drainage issues affecting their properties. Maps 1 below identify the locations of repetitive loss properties and Map 2 is a heat map identifying the concentration areas where repetitive loss occurs.

**Map 1: Repetitive Loss Map**



**Map 2: Repetitive Loss Property “Heat Map”**



### ***Target Audiences***

Based on discussion and agreement from the members of the Hazard Mitigation & Public Information Plan Committee the target audiences and outreach methods are based on providing the most effective means in disseminating the topics and messages established by the Committee with the goal of reaching and informing the public to the greatest extent possible. The target audiences established by the Committee include the following:

- General Public
- Residences and businesses in the Special Flood Hazard Areas (SFHA)
- Newcomers to the area/ tourists
- Real Estate and Insurance Agents/ Real Estate Buyers & Sellers
- Repetitive Loss Area Residents
- Non-English speaking community
- Design Professionals/ Contractors
- Others as determined by the Committee

### ***Outreach Methods***

The Committee also established outreach methods that they found to be most effective. The methods include the involvement of local government but other outreach methods will be completed by non-government stakeholders of the Committee. The established outreach methods include the following:

- Mailers and/ or email
- Expos
- Presentations to specific groups (homeowners' associations, construction associations, school programs)
- Printed Materials (brochures, flyers, booklets, etc.) in public places, expos and presentations
- Social media (Facebook, Twitter, YouTube, Web)
- Charleston County Website
- Newspaper, radio, TV, phonebook ads
- Billboards
- School fairs, conferences and/or demonstration projects
- Training for general public (i.e., CERT and Neighborhood Association Officers)

### ***Existing Public Information Efforts***

The Public Information Plan within the *Charleston Regional Hazard Mitigation Plan* has become a roadmap for all community information systems for Project Impact programs. Charleston County became a Project Impact community in 1988 and has set the stage for establishing effective public information methods. Table 7 below describes existing public information activities occurring within Charleston County by different departments, jurisdictions, agencies and businesses.

**Table 7: On-Going Public Information Activities**

Activity	Type of Organization	Funding Mechanism
Mailing hazard brochures to all residents	Local Jurisdictions, FEMA, SC DNR, US ACOE	General Fund Grant Funding
Providing literature to citizens at offices/places of business	Local Jurisdictions, FEMA, SC DNR, US ACOE, USGS, American Red Cross, S. C. Sea Grant Consortium, DHEC OCRM, media providers	General Fund Grant Funding Donations
Television Advertisements	FEMA, media providers, Corporate sponsors	General Fund Grant Funding Donations
Participating in Hazard Awareness Weeks	Local Jurisdictions, American Red Cross, Corporate sponsors, US ACOE; National Weather Service	General Fund
Newspaper advertisements	Local Jurisdictions, FEMA, American Red Cross, SC DOT, DHEC OCRM	General Fund
Providing speakers for schools/groups	Local Jurisdictions, US ACOE, SC DNR, DHEC OCRM, FEMA, American Red Cross, SC DOT, S.C. Sea Grant Consortium, USGS; National Weather Service	General Fund Grant Funding
Mailing hazard brochures to floodplain residents	Local Jurisdictions	General Fund
Participating in hazard-related/product expos	Local Jurisdictions, American Red Cross, media providers, National Weather Service	General Fund Grant Funding
Providing courses for school children re: hazard preparedness	FEMA, Earthquake Education Center, State Fire Marshal, SC EPD, Local Jurisdictions,	General Fund
Providing hazard-related information on internet web pages	Local Jurisdictions, FEMA, NOAA NWS, SC DNR, US ACOE, USGS, American Red Cross, SC DOT, Sea Grant Consortium, media providers	General Fund
Providing post-disaster educational services, such as but not limited to, literature distribution, media announcements, speaking to groups of residents, etc.	American Red Cross, Local Jurisdictions, FEMA, ACOE, SC DOT, media providers	General Fund Grant Funding

### ***Topics and Messages***

The Hazard Mitigation & Public Information Plan Committee has established ten topics with ten or more messages each. These topics and messages were chosen and formulated based on the region’s vulnerabilities to hurricanes, tropical storms and associated flooding. Below is a listing of each topic and associated messages:

#### **1. Know Your Flood Hazard**

1. Determine if your property is in the Special Flood Hazard Area (SFHA) Zone “A” “AE” or “VE”. Contact your local government for a flood zone determination.
2. Check for historical flooding records in your area with your local government or media outlets.
3. Check for existing elevation certificates with your local government or insurance agent.

4. If you need an elevation certificate contact a local land surveyor.
5. Check the depth of the Base Flood Elevation (BFE) above or below building's first floor or above existing grade on a vacant parcel.
6. Get a FIRMette of your location ([www.msc.fema.gov](http://www.msc.fema.gov)) or look at a flood map at your local government offices to determine proximity to a flood hazard area.
7. Check to see if your property is in an area subject to wave action ("V" Zone) or coastal erosion. Contact your local government for assistance.
8. Know the proximity of property to evacuation routes.
9. Determine if property is protected by man-made structures such as levees or dams.
10. Check for localized drainage issues that could result in flooding in your neighborhood.

## **2. Insure Property For Your Flood Hazard**

1. Flood insurance is available through the National Flood Insurance Program; contact your insurance agent for details.
2. All developed properties within the designated flood hazard area should have flood insurance for buildings and contents. Federally backed mortgages must have flood insurance.
3. Most homeowner's insurance policies do not cover flood damage so you will likely need a separate policy.
4. Renters contents are not covered by the building owner's insurance and renters should purchase contents only flood insurance.
5. Property owners should inquire about any discounts that may apply in purchasing flood insurance.
6. If your flood insurance premium increases significantly, make sure your agent is using the correct information to rate your policy.
7. Know when building(s) were constructed, as 'grandfathering' may apply in reducing flood insurance costs.
8. Do not procrastinate; a 30-day waiting is typically required for flood insurance to take effect.
9. Ask questions from insurance agents concerning specific policy information.
10. Research building permit records for history of property improvements.

## **3. Protect People from the Hazard**

1. Be aware of roadways susceptible to flooding during heavy rainfall events, do not drive through flooded areas, flowing or standing water.
2. Pay attention to media (TV, radio, internet) for emergency warnings and instructions.
3. Select an out-of-town contact for family members' in the event local telephone service is disrupted.
4. Designate a location/place where family or people you are responsible for can rendezvous once an evacuation order is issued.
5. Get an evacuation route map for each vehicle and evacuate early if a flood threat is pending.
6. Avoid contact with downed power lines.
7. Check government web sites ([fema.gov](http://fema.gov), [charlestoncounty.org](http://charlestoncounty.org)) for flood safety information.
8. Stay away from areas subject to flooding during heavy rainfall events – do not wade through standing water.
9. Avoid contact of flood waters as this water may contain toxic materials or venomous animals or insects.
10. Get a weather radio to obtain flood-related weather reports at all times.

## **4. Protect Your Property from the Hazard**



1. Shut off gas service to a building if a flood is imminent.
2. Disconnect electricity at the main disconnect if a flood is imminent.
3. Replace utility machinery above the required flood elevation.
4. Elevate the lowest habitable floor area above the required flood elevation.
5. Landscape in a hazard resistant manner.
6. Make plans for evacuating pets in the event of a flood, as most shelters do not accept pets.
7. Install backflow prevention on plumbing systems susceptible to flooding.
8. Sandbag areas subject to flooding.
9. Provide hurricane protection against wind borne debris for windows and doors.
10. Move valuables to the highest level of a building or evacuate with these when a flood is imminent.
11. Use flood resistant materials in areas below the expected flood elevation to minimize damages.

### **5. Build Smart**

1. Hire design professionals who are familiar with local hazards in preparing construction plans.
2. Consult with your local building department concerning permit requirements.
3. Place buildings in areas with lower flood potential.
4. Obtain permits before you build – permits are required even if the property owner does the work himself/herself.
5. Only hire licensed contractors.
6. Ensure that building inspections are properly arranged and completed.
7. If you are renovating a building, determine if you are performing a substantial improvement ( $\geq 50\%$ ).
8. Check the local flood ordinance for construction requirements.
9. Minimize the use of structural fill in constructing buildings.
10. Obtain a firm written quote from the contractor detailing exact work to be performed; the exact cost and schedule of start and completion of project.

### **6. Protect Natural Floodplain Functions**

1. Protect wildlife habitat areas.
2. Protect dunes as these moderate flooding and erosion.
3. Preserve wetlands – they clean the water, protect us from flooding and provide wildlife habitat.
4. Do not dump anything into the storm drainage system as these discharge into our coastal waters.
5. Every property should plant only native plants, particularly along water bodies.
6. Obtain permission from the SC DHEC before doing any work near a wetland or dune area.
7. Minimize clearing near wetlands and/or water bodies.
8. Establish buffers and set buildings back from wetlands and/or water bodies.
9. Maintain on-site wastewater treatment systems, such as pumping out of septic tanks, every 3 to 5 years.
10. Don't dump boat sewage into waterways. Use pump-out stations to protect water quality and wildlife habitats.

### **7. Hurricane Preparedness/Safety**

1. Know your evacuation route; obtain published maps.
2. Attach plywood or install commercially manufactured hurricane shutters over windows and patio doors.

3. Evacuate early and follow established evacuation routes when there is a potential hurricane threat.
4. Move valuables and furniture to higher areas of the dwelling.
5. Avoid low lying areas. Seek shelter in the highest areas.
6. Avoid driving if dangerous flooding conditions are imminent.
7. Stay alert to weather advisories and local media broadcast updates.
8. Monitor the track of all hurricanes.
9. Download a copy of the Charleston County Hurricane Guide at [www.charlestoncounty.org](http://www.charlestoncounty.org)
10. Make sure you have an emergency kit on-hand and that it is properly supplied.
11. Do not leave anything outside that is not property anchored. Store items in a garage or shed on an elevated area if possible.

### **8. General Hazard Preparedness**

1. Inventory and photograph your home and business contents and put important papers and insurance policies in a safe place.
2. Have an emergency kit on hand. Check government web sites ([fema.gov](http://fema.gov), American Red Cross, [charlestoncounty.org](http://charlestoncounty.org)) for items to include.
3. Listen to emergency broadcasts from local media outlets as to when it is safe to return or contact local government authorities prior to returning to property after the storm has passed.
4. Have an emergency generator. Make certain it is properly installed.
5. Have contact information available to properly reconnect utility services (electrical and gas) and licensed contractors you may need if you have damages.
6. Have property inspected determine the extent of damages.
7. Have insurance agent contact information readily available to file a claim. Understand how to file a claim.
8. If you smell gas upon your return immediately contact your utility company or emergency personnel. If your property has been flooded or otherwise damaged, do not turn on any electrical switches and/or appliances and do not occupy the dwelling until you are told it is safe to do so.
9. Annually inspect home or business for ordinary objects that may pose a hazard during a flood event and have these objects properly secured.
10. Post a note telling others when you left and your destination.
11. Consider volunteering to help flood victims.
12. Develop a disaster plan.

### **9. Flood Education**

1. Include flooding topics as part of school curriculum in science or social studies classes.
2. Gather information on preparing for floods at expos and other public events.
3. Schedule presentations for your neighborhood association or organization to which you belong on hazard event preparations.
4. Attend business community planning workshops to learn how to protect your business from hazard events.
5. Educate youth on hazard events and environmental issues.
6. Listen to the media regarding hurricane season and proper preparation.
7. Attend training seminars for personnel concerning regulatory changes, construction methods, construction materials, etc.
8. Encourage youth to research on hazard related topics and share what they learn with others.
9. Look at social media sites (Facebook, You Tube) for information on hazard preparations and environmental protection.
10. Search the internet for hazard related information.

## **10. Site Drainage**

1. Remove standing water with portable sump pump once flood waters have receded.
2. Remove wet insulation and drywall.
3. Allow crawl space to dry and then check for mold, mildew and rot.
4. If crawl space is damaged make needed repairs but obtain permits first.
5. Check for damage to electrical components and utility lines (gas and electric) and contact licensed trade person to complete repairs - obtain permits first.
6. Maintain floor level of crawl space above adjacent grade to reduce water getting into the crawl space.
7. Use flood resistant materials in crawl space areas.
8. Do not store valuables in crawl space areas.
9. Make sure your crawl space is properly vented or engineered to reduce moisture related damage.
10. Grade site to provide runoff from crawl space and building.

## ***Outreach Projects***

Table 8 below represents proposed and continuing outreach projects established by the Hazard Mitigation & Public Information Plan Committee. These outreach projects serve all different audiences and address multiple topics and messages. When the Committee meets, they determine if projects will be continued depending upon their effectiveness. Some outreach projects are completed by Charleston County staff while other outreach projects are offered by stakeholders. The topics cover many different CRS activities including: Activity 340, Activity 350, Activity 370, Activity 510, Activity 540 and Activity 610.

## Table 8: Outreach Projects

CRS #1		CRS #2		CRS #4			
OP#	PPI PROJECT INFORMATION/ DESCRIPTION	TOPIC # (refer to legend)	TARGET AUDIENCE (refer to legend)	OUTCOME	ASSIGNMENT	SCHEDULE/ DISTRIBUTION	STAKEHOLDER
OP# 1	Charleston County HMP Committee Meetings (7/25/12, 8/7/13, 7/8/14, 9/24/14, 9/23/15, 8/31/16, 9/28/16, 6/13/17; scheduled this year for 7/18/17 and 8/22/17). Annual meetings advertised in the paper and open to the public. Committee and public have the opportunity to weigh in on outreach activities and messages that the County will portray in the Hazard Mitigation Plan and outreach activities.	1 - 10	1, 4, 8 (Hazard Mitigation Committee members)	A comprehensive, annually updated regional hazard mitigation plan	Carl Simmons and Building Inspection Services staff members; HMP and PPI Committee members and the public	Annual meetings, 2-3 times per year, advertised and open to the public.	Charleston County
OP# 2	Monthly: Asst. Director Jim Houser Speaks with Tri-County Home Builders Association, 7/17/13, 8/21/13, 9/18/13, 10/16/13, 11/20/14, 1/15/14, 2/19/14, 3/9/14, 4/16/14, 5/21/14, 6/18/14, 1/21/15, 2/18/15, 3/18/15, 4/15/15, 5/20/15, 6/17/15, 7/15/15, 8/19/15, 9/16/15, 10/14/15, 1/20/16, 2/17/16, 4/20/16, 5/18/16, 8/17/16, 10/19/16, 11/16/16, 1/18/17, 2/15/17, 3/15/17, 4/19/17, 5/17/17, 6/21/17	1 - 10	7	Increased compliance with all building codes and regulations; educate professional on mitigation techniques.	Jim Houser, Assistant Director or Carl Simmons, Director of Building Inspection Services	Regular monthly meetings on the 3rd Wednesday of every month starting in Sept. 2013 to present.	Tri-County Home Builders Association
OP#3	Charleston County Press Release: Charleston County Launches New Emergency Notification Program for Citizens. The updated system will allow the County to reach citizens with location specific information at multiple addresses and across multiple platforms 11/18/14	1, 3-4, 7-8	1, 3	Notify all citizens of Charleston County of warnings through home and cell phones, text messages, emails and fax; increase awareness of hazards and staying safe.	Charleston County Emergency Management Department	Launched Nov. 2014, continued and website still active, maintained and operating daily.	Charleston County
OP# 4	Annual MUSC Hurricane Awareness Day 5/23/12, 5/22/13, 5/20/14, 5/28/2015, 5/26/16 and 5/31/17). Building Inspection Services staff set up a booth at the expo and informed citizens about hazards and provided brochures conveying all messages (brochures provided: OP#12, 13, 14, 15, 16, 19/19a, 26, 33; FRP # 3, 9, 10, 11, 14, 15, 16, 17; CPI #4, 6, 7, 8, 12, 13)	1 - 10	1, 2, 3, 4, 5, 6, 7	Increase understanding and information to public on hazards that affect our area and ways to prepare their homes and themselves for hazards.	Building Inspection Services Staff	Participate in the expo annually beginning 5/23/12, 5/22/13, 5/20/14, 5/28/15, 5/26/16, 5/31/17	MUSC
OP# 5	"Living In a Flood Zone" Roundtable Discussion with Charleston County Council Member Anna Johnson 1/22/14, 10/28/15, 3/11/16, 5/24/17. Presentation, public meeting, and one-on-one information session. Annual participation (brochures provided: OP# 12, 13, 14, 15, 16, 19/19a, 26, 33; FRP 10, 11, 13, 14; CPI #4, 6, 7, 8, 9, 12, 13)	1 - 5, 9, 10	1, 2, 3, 5, 7	Increased number of map info inquiries from property owners and actions taken by public to mitigate flood hazards	Council Member Anna Johnson and Building Inspection Services staff	Public meeting and information session held on 1/22/2014, 10/28/15, 3/11/16, 5/24/17	Charleston County Council
OP# 6	Building Inspection Services staff participated at the County Square at the Black Expo annually where they talked to residents about mitigating risks to their property and protecting themselves in the event of hazards - 3/15/14, 3/15/15, 3/12/16, 3/11/17. (Brochures provided: OP# 12, 13, 14, 16, 17, 18, 19/19a, 20, 23, 24, 25, 26, 27, 28, 29, 30, 31, 32, 33; FRP # 3, 8, 9, 12, 17, 18; CPI #4, 5, 6, 7, 8, 12)	1 - 10	1, 2, 3, 4, 5, 8 (African American community)	Increased understanding of flood risk and ways to mitigate it by the entire community.	Building Inspection Services Staff	Annually attended expo since 2014. 3/15/14, 3/15/15, 3/12/16, 3/11/17	Black Expo
OP#7	Project IMPACT Mini-Grant (STOMP award)- awards given to teachers/ sponsors seeking to fund a special lesson on hazard mitigation and/or environmental protection. Annual program since 2015; teachers are required to submit details of project and photographs. Award dates: 2/4/2015, 2/10/16, 1/6/17	3, 8, 9	8 (other) Teachers and other educational-type leaders and students or children under the age of 18	Support local schools/ programs in informing children about hazards and mitigation efforts that can be taken.	Building Inspection Services Staff	Annually awarded mid-school year for project completion by the end of the school year. Award dates: 2/4/15, 2/10/16, 1/6/17	Project Impact
OP# 8	Annual Rain Barrel Sale and advertisement to promote harvesting rainwater, reducing runoff and promoting water quality protection. Started May 2014 and continued annually.	6, 10	1	Increased use of rain barrels and promote water quality protection.	Charleston County Stormwater Management department	Annual program advertised to the public, started May 2014 and continues in May of every year.	Charleston County
OP #9	Annual: Community Disaster Awareness Day - participated in annually to educate residents of Charleston County area on the hazards in the area and how to prepare for them. (Brochures provided: OP #12, 13, 14, 15, 16, 17, 19, 23, 24, 25, 26, 27, 31, 32, 33; CPI #4, 5, 8, 10; FRP #8, 9, 12, 13, 14, 16)	1-4, 7-9	1, 2, 4, 5	Increase understanding and information to public on hazards that affect our area and ways to prepare their homes and themselves for hazards.	Building Inspection Services Staff	6/22/10, 6/12/14, 6/11/15, 5/26/16, 6/15/17	Project Impact
OP# 10	Annual: Summer Countywide Hurricane Billboards on Interstates and Major Roads	1, 3, 4, 7 - 10	1	Increased Public Awareness of Hurricanes	Charleston County Emergency Management Department	2014, 2015, 2016, 2017	Project Impact
OP# 11	Annual Expo: Lowcountry CERT Hurricane Expo 6/1/13, 5/18/14, 6/1/14, 5/9/15, 6/4/16, 5/7/17. Building Inspection Services staff set up a booth at the expo, answer questions from the public and handout 10+ brochures informing of hazards and ways to protect their property and themselves. (Brochures provided: OP# 12, 13, 14, 15, 16, 17, 19/19a, 20, 21, 22, 23, 24, 27, 30, 31, 32, 33; FRP # 3, 9, 10, 11, 14, 15, 16, 17; CPI # 4, 6, 7, 12, 13)	1 - 10	1, 2, 3, 4, 5, 6, 7	Increased understanding of flood and hurricane risk and ways to mitigate it by the entire community	Building Inspection Services Staff	Annually attended expo 6/1/13, 6/1/14, 6/4/16	Lowcountry CERT; Lowe's
OP# 12	County-wide mailer/ brochure: "Flooding: The Risk Is Real. Are You Prepared?"	1 - 10	1, 2, 3, 4, 5, 7	Increased understanding of flood risks and ways to mitigate.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. Available in office, at libraries and taken to Expos attended. Mailed out to ALL flood zone residents and provided to all jurisdictions to reproduce and make available in their offices.	Project Impact
OP# 13	Brochure: "A Homeowner's Guide to Flood Protection"	1-5, 9-10	1, 2, 3, 5	Improved public knowledge about the importance of obtaining permits and hiring licensed contractors.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office, at libraries and taken to Expos attended.	Project Impact
OP# 14	Brochure: "Safeguard Your Personal Property from Flooding"	1, 3, 4	1	Improved knowledge about how to protect personal valuables from flooding by the general public	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office, at libraries and taken to Expos attended.	Project Impact
OP# 15	Brochure: "If your home or business has been flooded"	1, 2, 4, 5, 6	1, 2, 3, 5, 7	Improved knowledge about what to do if your home or business is flooded	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	FEMA
OP# 16	Brochure: "NFIP Nothing Can Dampen the Joy of Home Ownership...."	1, 2, 4, 6, 9	1, 2, 3, 4, 5, 7	Increased number of flood insurance policies	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	FEMA
OP# 17	Brochure: "Stay Safe: A Guide for Visitors to Charleston"	1, 3, 7	1, 2, 3, 5, 7	Increased number of visitors/newcomers educated about local hazards and how to stay safe	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office, at libraries and taken to Expos attended.	Project Impact and Charleston Area Convention and Visitors Bureau
OP# 18	Brochure: "Increased Cost of Compliance Coverage"	1, 2, 5	1	Improved public knowledge about the cost of compliance coverage.	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	FEMA

OP# 19	Brochure: "Flood Preparation and Safety"	1 - 4, 9	1	Increased knowledge of flood hazards and ways to mitigate them.	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	FEMA
OP# 19a	Brochure: "Flood Preparation and Safety - Spanish"	1 - 4, 9	1, 6	Increased knowledge of flood hazards and ways to mitigate them (Spanish speaking).	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	FEMA
OP# 20	Brochure: "Prepare for emergencies now: Information for People with Disabilities"	1, 3, 4, 8	1, 8 (people with disabilities and those that care for them)	Increased knowledge about how people with disabilities are affected by hazards, how they can mitigate them, and how to protect themselves.	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	FEMA/ Red Cross
OP# 21	Brochure: "NOAA Extreme Weather Information Sheet"	1, 3, 8	1	Improved disaster and inclement weather preparedness by the general public.	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	National Coastal Development Center
OP# 22	Brochure: "Marine Vessel Cleaning and Maintenance"	8	1, 8 (boat owners)	Reduction of water and sediment-related pollution in the port environment.	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	Project Impact/ United States Environmental Protection Department
OP# 23	Brochure: "Protect your Windows and Doors from Winaborne Debris"	1, 2, 7	1	Increased public knowledge of how to protect doors and windows in the event of a hurricane/tropical storm.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in offices and taken to Expos attended.	Project Impact
OP# 24	Brochure: "Hazard Resistant Landscaping"	1, 4, 6, 7	1	Decreased landscape clippings before hurricanes/storms and increased usage of landscaping techniques that help prevent flooding.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office and taken to Expos attended.	Project Impact/ Clemson Extension Services
OP# 25	Brochure: "Earthquakes: Are You Ready?"	1, 2 - 4, 8	1	Increased knowledge of earthquakes and how to stay safe during one.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office and taken to Expos attended.	Project Impact/ Charleston Southern University Earthquake Education Center
OP# 26	Brochure: "Just Let Rain Go Down The Drain (No Dumping)"	1, 7, 10	1	Increased knowledge of the importance of keeping drainage channels clear and greater compliance.	Building Inspection Services Staff	This brochure is available in offices and taken to Expos attended.	Charleston County Solid Waste and South Carolina Department of Health and Environmental Control (SCDHEC)
OP# 27	Brochure: "South Carolina Hurricane Guide"	1 - 5, 7 - 9	1	Increased knowledge of hurricanes and protection recommendations.	Building Inspection Services Staff	This brochure is available in offices and taken to Expos attended. Updated annually.	South Carolina Emergency Operations Division/ SCE&G
OP# 28	Brochure: "South Carolina Earthquake Guide"	1 - 5, 7, 8	1	Increased knowledge of earthquakes and how to stay safe during one.	Building Inspection Services Staff	This brochure is available in offices and taken to Expos attended.	South Carolina Emergency Management
OP# 29	Brochure: "The Charleston Earthquake Tour"	3-5, 8	1	Increased knowledge of earthquakes and how to stay safe during one; history and lesson learned during previous earthquakes explained.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office and taken to Expos attended.	College of Charleston
OP#30	Brochure: "A Boat Owner's Guide to Storm Preparation"	3, 4, 7, 8	1, 8 (boat owners)	Improved knowledge about how to prepare boats for a storm.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in offices and taken to Expos attended.	Project Impact
OP#31	Brochure: "Tornadoes: Are You Ready?"	3, 4, 5, 8	1	Increase knowledge about tornadoes and how to stay safe during one.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office and taken to Expos attended.	Project Impact
OP#32	Brochure: "Hurricanes & Tropical Storms: Are You Ready?"	1-5, 7-8	1, 2, 3, 5	Increase knowledge of hurricanes and tropical storms and how to stay safe during one.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office and taken to Expos attended.	Project Impact
OP#33	Brochure: "Shopping for Your Dream Home? Know & Prepare for Flood Risk Before You Buy"	1-5, 9	1, 2, 3, 5	Increase knowledge of flood insurance and flood risks for potential homebuyers and how to protect their homes after purchase.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office and taken to Expos attended.	Project Impact
OP#34	Brochure: "Your Family Disaster Supplies Kit"	1-5, 7-9	1, 2, 3, 5	Increase awareness about supplies that people should have on hand in the event of a disaster.	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	FEMA/ Red Cross
OP#35	Brochure: "Preparing your Pets for Emergencies Makes Sense"	1, 3-4, 7-9	1, 3	Increase knowledge about protecting your pets during an event or in an evacuation.	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	FEMA
OP#36	Brochure: "Safety First! Disaster Preparedness"	1-5, 7-9	1, 2, 3, 5	Inform residents about how to prepare homes for disasters and staying safe during a storm.	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	International Codes Council ICC
OP#37	Guide Book: "Floodplain Management in South Carolina Quick Guide"	1-10	1, 2, 3, 4, 5, 6, 7, 8 (local area building, zoning and emergency government departments)	Inform residents of the objectives of floodplain management, purchase of flood insurance, regulations affecting building in a flood zone.	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	SC Department of Natural Resources
OP#38	Brochure: "Floody the Flood Dog (children's flood word search)"	1, 3, 7-9	1, 3, 8 (children of the area)	Inform children about flood risks and staying safe in an event.	Building Inspection Services Staff	Available year-round; recently updated to include more messages and topics. This brochure is available in office, at libraries and taken to Expos attended. Also distributed to school district camp locations, reaching 330 students.	Project Impact

OP #39	Annual: <b>Charleston Home and Remodel Expo</b> ; 2017 was first year of the expo; will attend in following years	4, 5, 7-10	1, 2, 3, 4, 5, 6, 7	Inform public about mitigation measures that can be taken during renovations; inform about flood insurance, property protection and staying safe.	Building Inspection Services Staff	Plan to attend Expo annually, this was the first year 3/3/17-3/5/17	Project Impact
OP #40	Preliminary <b>FEMA Flood Map Presentations and Open Houses</b> ; conducted throughout the County, North Charleston, City of Charleston, Mt. Pleasant, Johns Island (City of Chas and Unincorp), James Island (City of Chas, Unincorp and Town of James Island); Town of Seabrook, Town of Kiawah	1, 2, 6	1-5, 7	Inform public of new flood designation, review flood zones and hazards, purchase of flood insurance, changes in flood zones, when maps will go into effect; how new data was collected.	Building Inspection Services Staff	3/20/17, 3/21/17, 3/22/17, 5/24/17, 5/30/17 (and continuing upon request by different jurisdictions)	FEMA, Project Impact
OP #41	<b>Brochure</b> : "Call 811 Before You Dig. It's the Law."	3, 4, 5, 8	1, 2, 6, 7	Inform public and contractors on the safety of utility lines and digging when building a home. Double sided; English and Spanish language.	Building Inspection Services Staff	Available year round; this brochure is available in offices and taken to Expos attended. Recently updated.	Project Impact
OP #42	<b>Brochure</b> : "Standby Generator Safety"	3, 4, 7	1, 7	Inform the public on how to safely operate a generator	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	Project Impact, SCE&G
OP #43	<b>Brochure</b> : "Benefits of Building Permits"	4, 5	1, 4, 7	Inform public on what building permits are used for, what requires building permits and the benefits behind them	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	International Codes Council ICC
OP #44	<b>Brochure</b> : "Building Green - Living Better"	1, 4, 5, 6, 8	1-5, 7	Inform public on the benefits of building green, living with your environment and how to design a home	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	International Codes Council ICC
OP #45	<b>Brochure</b> : "Facts About Open Burning"	3, 6, 8	1	Inform public on the hazards of open burning and other ways to reduce waste	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	Project Impact
OP #46	<b>Brochure</b> : "Recreational Boater Education Booklet"	6, 8	1, 8 (fisherman and boaters)	Inform the public on ways to reduce marine debris, minimize sewage impact, and tips for sustainable fishing, boat maintenance and boat fueling	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	Project Impact
OP #47	<b>Brochure</b> : "Help Mow Down Pollution!"	6, 8	1, 4	Inform the public of the pollution from gas powered mowers and offers alternatives	Building Inspection Services Staff	Available year-round; this brochure is available in offices and taken to Expos attended.	Project Impact
OP #48a	<b>Brochure display</b> in upstairs Building Inspection Services Administrative office (Brochures provided: OP #12-38, 41-47)	1-10	1-8	Inform public of all hazards in area, flood insurance, property protection, building codes, safety, contractors, natural benefits.	Building Inspection Services Staff	Available year-round	FEMA, Project Impact, SC DNR, NFIP, ICC, SC DHEC
OP #48b	<b>Brochure display</b> in downstairs Building Inspection Services Inspector and Plan Review office (Brochures provided: OP #12-38, 41-47)	1-10	1-8	Inform public of all hazards in area, flood insurance, property protection, building codes, safety, contractors, natural benefits.	Building Inspection Services Staff	Available year-round	FEMA, Project Impact, SC DNR, NFIP, ICC, SC DHEC
OP #49	<b>Brochure display</b> in local jurisdiction offices: Awendaw (Brochures provided: OP #12-14, 17, 23, 25, 33)	1-10	1-8	Inform public of all hazards in area, flood insurance, property protection, building codes, safety, contractors, natural benefits.	Building Inspection Services Staff	Available year-round	FEMA, Project Impact, SC DNR, NFIP, ICC, SC DHEC
OP #50	<b>Brochure display</b> in local jurisdiction offices: Seabrook (Brochures provided: OP #12, 131 23, 25, 33)	1-10	1-8	Inform public of all hazards in area, flood insurance, property protection, building codes, safety, contractors, natural benefits.	Building Inspection Services Staff	Available year-round	FEMA, Project Impact, SC DNR, NFIP, ICC, SC DHEC
OP #51	<b>Brochure display</b> in local jurisdiction offices: Ravenel (Brochures provided: OP #12-14, 17, 21, 23, 25, 33, 41, 42)	1-10	1-8	Inform public of all hazards in area, flood insurance, property protection, building codes, safety, contractors, natural benefits.	Building Inspection Services Staff	Available year-round	FEMA, Project Impact, SC DNR, NFIP, ICC, SC DHEC

OP#26 is a brochure titled “Just Let the Rain Go Down.... The Drain”. This brochure addresses drainage system maintenance and the regulations that prohibit dumping (CRS Activity 540). See attachment below of the brochure.

**Attachment: OP#26 “Just Let the Rain Go Down.... The Drain”**

**Other Ways To Help**

PROJECT IMPACT is a program working to reduce the severity of and the costs associated with flooding and other hazardous events. Through proactive prevention, partnerships between local governments, businesses and residents help to make this happen by developing projects to assist communities preparing for these hazard events.

The *Project Impact Drainage Awareness Program* is one way YOU can directly reduce the likelihood of flooding in your neighborhood and protect your waterways from pollution. Elements of this program include:

- Storm Drain Marker Project** - contact the Charleston Area Project Impact office at (843) 720-6940 or SCDHEC Trident District Office at (843) 740-1590 for information and materials to mark storm drains to alert people not to use them as dumps.
- Reporting Abuses** - use the Litter Watch Hotline, (843) 720-7111, to report littering or dumping in drainage ways, or call the local DHEC office, (843) 740-1590 to report dumping into storm drains. Both of these activities are illegal and offenders can be prosecuted and fined! Or, organize and participate in litter watch and storm drain monitoring programs.


**Learn More About It**

**Education** - representatives from Project Impact, SCDHEC and the Charleston County Litter Enforcement staff are available to speak to groups or neighborhood associations. Give them a call to learn more about these programs.

**Involvement** - get involved in your neighborhood and the community. Set a good example by letting just the rain go down the storm drain

**Learn more about it.** The EPA website, [www.epa.gov](http://www.epa.gov) is full of information on Nonpoint Source (NPS) Pollution. And, check [www.scdhec.net](http://www.scdhec.net) for resources on water quality, solid waste and litter.

Don't Dump Here...



It Ends Up Here!





*Paid for with SCDHEC Grant Funding to Charleston County Solid Waste.*



*Designed by Charleston County Solid Waste on recycled paper, of course!  
Special thanks to Charlynn J.M. Knight from Knight Gallery (843) 723-0140*

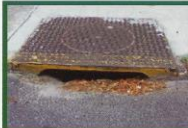
Just Let Rain Go Down The Drain...

CHARLESTON COUNTY SOLID WASTE

13 Rosemary Street  
Charleston, SC 29403-3844  
(843) 720-7111  
[www.charlestoncountysc.org](http://www.charlestoncountysc.org)

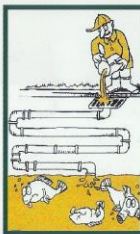
**What's A Storm Drain?**



It's the grate or opening next to the curb or sidewalk in to which all the water drains after a storm. In some suburban areas or rural settings, the storm drain system may include open ditches that channel water into waterways, creeks and rivers.


**Where Do They Go?**

The water entering these systems flows to a body of water such as a river, lake or harbor, or even our beautiful marshes. The storm water is not treated or screened in any way before it is released into the body of water. So, whatever goes 'down the storm drain' goes directly into Lowcountry waters.




**So What's the Problem?**

Sometimes storm drains and ditches are carelessly used as dumps or sewers. When we put our trash into our storm drains, we can clog up the drainage system. The next time it rains the water has no place to go, causing flooding of our roads, neighborhoods and homes. Equally serious is the pollution caused by pouring oil, paint or other liquid wastes into the storm drains. Used oil from a single oil change can pollute up to one million gallons of fresh water.



**Is This Really A Bad Thing?**

YES! The Lowcountry already is affected by tidal influences that can slow storm water drainage. Clogging up the system with leaves, yard waste or litter can lead to serious flooding and erosion. Storm drain cleaning and improvement projects are expensive. Pollution impacts the numbers and health of fish and wildlife, and causes loss of wildlife habitat. Toxins, bacteria and viruses from illegal dumping into storm water can lead to health risks caused by eating contaminated fish or swimming in contaminated waters. Fertilizers and pet wastes getting into storm water change the nutrient levels in our waterways, which can lead to the introduction of invasive species of plants or insects. Any degree of system abuse leads to a decline in quality of life and water, and harm to the ecosystem.



**What's The Solution?**

- Dispose of used oil at your nearest GOFER (Give Oil For Energy Recovery) collection tank. They're everywhere! Call the Charleston County Recycling Center at (843) 720-7111 for a location nearest you.
- Properly dispose of antifreeze, paints and other household chemicals; **do not** put them in storm drains or ditches. Charleston County residents can take household hazardous materials to the Household Hazardous Materials dropsite at Bees Ferry Landfill, 1344 Bees Ferry Road.
- Clean up spilled brake fluid, oil, grease and antifreeze. **Do not** hose them into the street. An absorbent material like kitty litter soaks up spills, and can be thrown into the trash.
- Keep litter, pet wastes, leaves and debris out of street gutters and storm drains. NEVER sweep yard clippings down the storm drain.
- Clean up after your pets. Pet waste can be bagged and put in your trash, flushed down the toilet (but NOT with kitty litter), or buried at least five inches deep in your garden.
- Apply lawn and garden chemicals sparingly and according to directions. Call the Clemson University Extension Service for advice, (843) 722-5940. Don't apply chemical before a heavy rainfall. Sweep, don't wash, excess off paved surfaces.
- Control soil erosion on your property by planting ground cover and stabilizing erosion-prone areas.
- Water your lawn and garden only when necessary, and then use slow soak methods such as drip irrigation or soaker hoses to reduce runoff.
- Backwashing and draining swimming pools must be done carefully to prevent water pollution and flooding. Keeping the chlorine residual to an almost non-detectable presence prior to discharging is important to protect water quality. Any solid material should be removed prior to discharge.
- Before washing your car, pull it up on the lawn or gravel area to reduce runoff. Use a bucket of water or pistol grip nozzle. The best practice is to go to a commercial car wash, where excess water is properly treated.

Displayed in OP#12, Open Space Preservation (CRS Activity 420) is also an area of great importance to the Charleston community. This area plays host to many beautiful natural habitats,



from the shoreline to marshlands and swamplands to forests. Located within the “Flooding: It Is Real. Are you at Risk?” brochure, natural floodplain conservation is addressed. See attachment below that is available to the public.

## Attachment: OP#12 “Flooding: It Is Real. Are you at Risk?”

### When Flooding is Imminent

- Begin implementing your emergency plan.
- Remind your family to stay inside and away from all flood waters and downed power lines.
- Listen to local media updates and alerts.
- Move valuables to higher areas.
- Securely anchor or store outdoor furniture.
- Sandbag areas subject to the entry of water.
- If evacuations are ordered, follow instructions, shut off gas and electricity, evacuate promptly, and securely lock your home or business.

### During the Flood

- Stay inside. Avoid contact with all flood waters and downed power lines.
- Turn around, don't drown. Never drive through flooded areas or any water.
- Do not wade through any water as it may contain toxic materials or venomous animals or insects.
- Check local media and official websites such as FEMA.gov and CharlestonCounty.org for emergency notifications.
- If your dwelling begins to flood, shut off electricity and gas connections.

### After the Flood

- Upon returning from an evacuation, if your building is flooded or otherwise damaged, do not:
  - occupy dwelling until officially notified it is safe.
  - turn on any electrical switches or appliances until you verify that there are no issues or the power company authorizes you to do so.
- If you smell gas, immediately contact your utility company or emergency personnel.
- Contact your insurance agent if you have damage.
- Contact your local jurisdiction for a damage assessment.
  - Remove standing water with a sump pump.
  - Remove wet insulation, drywall, flooring and rugs.
  - Hire contractors only after verifying they are properly licensed.
  - Obtain proper permits for all work.
  - Refer questions or complaints about contractors and permits to the state and/or your local jurisdiction.

Charleston County Building Inspection Services  
4045 Bridge View Drive, Suite A311  
North Charleston, SC 29405  
(843) 202-6930  
BuildingServices@CharlestonCounty.org  
www.CharlestonCounty.org



# FLOODING

## The Risk Is Real.

## Are You Prepared?

A flood can be devastating.  
You don't have to live near  
water to be at risk.  
The time to prepare is now.



Charleston County Hurricane & Emergency Evacuation Routes

## Be Prepared

### 1. Know Your Flood Hazard

Contact your local jurisdiction to see if your property is in a Special Flood Hazard Area or subject to flooding.

Check historical flooding records in your area with your local government or media outlets.

Know your evacuation routes.

Schedule a site visit by your local jurisdiction to gauge your flood risk and learn flood protection measures.



### 2. Build Responsibly & Protect Your Property

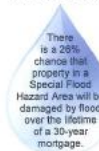
Obtain permits, even if you do the work yourself. Report construction done without permits to your local jurisdiction.

Hire design professionals, who are familiar with local hazards, to prepare construction plans. Verify your contractor is licensed with South Carolina and/or your local jurisdiction.

Set buildings back from water and wetlands. Use flood resistant material. Elevate the lowest habitable floor and place utility machinery per local requirements. Install backflow prevention on plumbing systems susceptible to flooding.

Libraries, government offices, and the internet have extensive information on flood prevention measures.

Federal aid may be available for retrofitting, relocating, or demolishing structures with repetitive flooding. Contact your jurisdiction or Charleston County Building Inspection Services at (843) 202-6930 to learn more.



### 3. Purchase Flood Insurance

Usually, homeowners insurance does not cover floods. Only flood insurance covers floods. Flood insurance is available to owners and renters of residential and commercial properties under the National Flood Insurance Program (NFIP) and can be purchased through a licensed insurance agent.

NFIP policies can cover the building, the contents, or both. All properties in the Special Flood Hazard Area, with a federally backed mortgage, must have flood insurance. Everyone else should have flood insurance.

Visit FloodSmart.gov or contact your insurance agent for details. Your agent may require an elevation certificate to get you a quote. If you do not have an elevation certificate, contact your local jurisdiction to see if it is on file. If not, contact a surveyor, engineer or architect to prepare one.



Prepare now in case of a future event. Inventory and photograph your building's contents and store this information in a safe place.

### 4. Protect People from the Hazard

Be notified when there is an emergency. Register for CodeRED Emergency Phone and Text Alerts at SCDem.org. Download the FEMA and Charleston County Emergency Management Department apps. Follow @ChasCountyGov and @SCCEMD on Twitter and follow the Facebook.com/EMDChasCo/ page. Monitor local media for the latest information and official instructions.

Create an emergency kit with supplies for at least three days. You may also consider creating a more portable kit to take with you in case of evacuation.

Develop an emergency plan and keep copies of it in your supply kit and share it with your family.

Your plan should include:

- A strategy for family communication. Appoint an out-of-town relative as a point person for everyone in your household to contact. Find out how your family's schools and workplaces will communicate with you during an emergency.
- Details on how you will safely shelter in place or evacuate. Keep evacuation route maps in each car and incorporate these routes into your plan.
- Requirements of household members with special needs.
- Caring for your pet(s) if you shelter in place or evacuate. Know that most shelters prohibit pets.

To learn more about preparing your emergency supply kit and emergency plan visit FEMA.gov or Ready.gov or SCDem.org.

### 5. Keep Drainage Channels Clear

Keep drainage channels and catch basins free from obstructions to reduce flooding during heavy rains. Residents are asked to maintain the channels near their property by removing or reporting obstructions such as trash and tree limbs.

Request a ditch cleaning or report dumping violations, before a storm occurs, by contacting your local jurisdiction.



### 6. Protect Natural Floodplain Functions

Wetland areas and oceanfront sand dunes help protect property from flooding. Preserve these areas. Keep them clean and do not walk on sand dunes.

Report disturbances to beachfront and wetland areas to the Office of Ocean and Coastal Resource Management of the South Carolina Department of Health and Environmental Control at (843) 953-0200.

Help support natural floodplain functions by using landscaping to establish vegetative buffers using local native plants and minimal amounts of fertilizer.



## *Flood Protection Assistance (Activity 360) and Flood Insurance Promotion (Activity 370)*

A Coverage Improvement Plan is included within this Public Information Plan to further incorporate the promotion of flood insurance purchase throughout the county. Because this is an area of mixed economic statuses, all avenues of outreach methods should be utilized including direct mailers to citizens, availability of brochures at all jurisdictional offices, participation at expos and other events pertaining to disasters, public awareness or even remodeling shows, really is the most effective way to get information out to the community. This plan has been, and continues to be, implemented on many levels to get the information out to citizens that purchasing flood insurance is essential. In order for the Coverage Improvement Plan portion of this Public Information Plan to qualify for Activity 370 credit, a draft of this document was submitted to the FEMA Region V insurance liaison for review and comment.

Because flooding is one of the top ranked issues that the Hazard Mitigation & Public Information Plan Committee has identified, several outreach projects have been developed to inform the public about the importance of flood insurance and assist the public with information pertaining to flood protection. This assistance comes in many forms; from one-on-one contact to help a homeowner with flood protection measures to presenting at a hurricane expo about flood insurance. Many of the public information outreach activities listed in Table 8 on pages 21-23 address flood protection. In addition to these OP outreach projects, CPI (Coverage Improvement Plan- Activity 370) projects have been established to encourage residents and special groups to promote the purchase of flood insurance. These projects are identified, along with topics, target audiences, assignments and schedule of distribution in Table 9 on page 27.

Other outreach methods have been addressed to directly inform people at expos and special presentations. Table 10 (page 28) is a listing of last year's direct contact presentations to the public addressing flood protection assistance, including property protection advice, protection advice provided after a site visit, financial assistance advice, and advisor training (CRS Activity 360) as well as flood insurance promotion (CRS Activity 370). Charleston County currently has six Certified Floodplain Managers on staff that are qualified to provide financial assistance advice. The attached brochure on page 25, "Flooding: The Risk is Real. Are you Prepared?" publicizes the department's flood protection financial advice services. This brochure has been distributed county-wide annually through mailings, is available at all participating jurisdictions' offices and is distributed at all expos attended.

As with all projects identified in this document, the Coverage Improvement Plan will be evaluated annually by the Hazard Mitigation & Public Information Plan Committee for changes and updates that need to be made to existing projects and addition or deletion of projects as the Committee sees fit.

**Table 9: Coverage Improvement Plan (CPI) Projects**

Topics (please see PPI document pages 16-20 for list of messages for each topic):		Target Audiences (PPI document pages 14-15):					
<ol style="list-style-type: none"> <li>1. Know your flood hazard.</li> <li>2. Insure property for your flood hazard.</li> <li>3. Protect people from the hazard.</li> <li>4. Protect your property from the hazard.</li> <li>5. Build smart.</li> <li>6. Protect natural floodplain functions.</li> <li>7. Hurricane preparedness/safety.</li> <li>8. General hazard preparedness.</li> <li>9. Flood education.</li> <li>10. Site drainage.</li> </ol>		<ol style="list-style-type: none"> <li>1. General Public</li> <li>2. Residences and businesses in the Special Flood Hazard Areas (SFHA)</li> <li>3. Newcomers to the area/ tourists</li> <li>4. Real Estate and Insurance Agents/ Real Estate Buyers &amp; Sellers</li> <li>5. Repetitive Loss Area Residents</li> <li>6. Non-English speaking community</li> <li>7. Design Professionals/ Contractors</li> <li>8. Others as determined by the Committee</li> </ol>					
CPI#	Coverage Improvement Plan Implementation Projects	Topics/ Messages	Target Audience	Outcome	Assignment	Schedule/ Distribution	Stakeholder
CPI#1	SC Department of Insurance <b>Disaster Expo</b> 6/8/13, 5/31/14, 5/30/15. Brochures provided: OP#12, 13, 14, 15, 16, 19/19a, 26, 33; FRP # 3, 9, 10, 11, 14, 15, 16, 17; CPI #4, 6, 7, 8, 12, 13	1-10	1-8	Increase number of flood insurance policies	Charleston County Building Inspection Services	Annually attended Expo- 6/8/13, 5/31/14, 5/30/15	SC Dept of Insurance and Charleston County
CPI #2	Area Flood Insurance Reform <b>Public Presentations:</b> Discussion at Zeus' Restaurant 9/17/13; Seabrook Property Owners Assoc. 12/3/13; Fort Johnson Estates 5/6/14; Edisto Community Association 5/15/14; Lions Club 3/10/15; continuous upon request of organization or association; OP #12, 16, 33; FRP # 14, 15; CPI #4, 5, 6, 8, 12 were taken to the events	1-5, 9	1-4, 7-8	Increase awareness and number of flood insurance policies	Charleston County Building Inspection Services	Presentations offered year-round and when requested.	Charleston County
CPI#3	<b>Roundtable discussion</b> with Council Member Anna Johnson on "Disaster Protection and Fair Housing" 10/28/15; types of insurance, including flood insurance, were discussed and promoted by Council member; CPI #4, 5, 6, 7, 8, 10, 12, 13; FRP# 10, 12, 14, 15, 17; OP# 12, 13, 14, 16, 19, 19a, 20, 23, 30	2	1-3	Inform residents about flood insurance and it's coverage	Anna Johnson and Building Inspection Services	This is one of several annually attended Roundtable discussions, see OP list for others.	Charleston County
CPI#4	<b>Brochure:</b> "Protecting Your Business from Flooding"	1-5, 7-9	1-3, 5	Increase knowledge about how to protect your business or belonging in the event of a flood	Charleston County Building Inspection Services	This brochure is available in offices and taken to Expos attended.	FEMA
CPI#5	<b>Brochure:</b> "Benefits of Flood Insurance Versus Disaster Assistance"	1, 2, 6, 9	1-3	Increase awareness and number of flood insurance policies	Charleston County Building Inspection Services	This brochure is available in offices and taken to Expos attended.	FEMA
CPI#6	<b>Brochure:</b> "Your Homeowner's Insurance Doesn't Cover Floods"	1, 2, 4, 5	1-5	Inform residents about insurance coverage and promote purchase of flood insurance policies	Charleston County Building Inspection Services	This brochure is available in offices and taken to Expos attended.	FEMA
CPI#7	<b>Brochure:</b> "Your Homeowner's Insurance Doesn't Cover Floods (Spanish)"	6	1-5	Inform residents about insurance coverage and promote purchase of flood insurance policies	Charleston County Building Inspection Services	This brochure is available in offices and taken to Expos attended.	FEMA
CPI#8	<b>Brochure:</b> "Why You Need Flood Insurance"	1, 2, 4, 6	1-5	Increase awareness and number of flood insurance policies	Charleston County Building Inspection Services	This brochure is available in offices and taken to Expos attended.	FEMA
CPI#9	<b>Brochure:</b> "NFIP Mandatory Purchase Requirement: Policies, Processes and Stakeholders"	1, 2, 4, 6, 8	1-5	Increase awareness and number of flood insurance policies	Charleston County Building Inspection Services	This brochure is available in offices and taken to Expos attended.	FEMA
CPI#10	<b>Brochure:</b> "Myths and Facts About the National Flood Insurance Program"	1, 2, 5, 8	1	Increase awareness and number of flood insurance policies	Charleston County Building Inspection Services	This brochure is available in offices and taken to Expos attended.	FEMA
CPI#11	Charleston County Building Inspection Services employees offer technical assistance and financial advice on flood zone information and flood insurance information to customers and phone inquires	1-4, 7	1-5, 9	Increase awareness and number of flood insurance policies	Charleston County Building Inspection Services	Continuous in-office activity- see TA Table for occasions.	Charleston County
CPI #12	<b>Brochure:</b> "Preferred Risk Policy- For Homeowners and Renters"	1, 2, 4, 6, 9	1, 3, 7	Increase number of flood insurance policies	Charleston County Building Inspection Services	This brochure is available in offices and taken to Expos attended.	FEMA
CPI#13	<b>Brochure:</b> "Preferred Risk Policy- For Homeowners and Renters (Spanish)"	1, 2, 4, 6, 9	6	Increase number of flood insurance policies	Charleston County Building Inspection Services	This brochure is available in offices and taken to Expos attended.	FEMA

**Table 10: Direct Contact Offering Flood Protection Assistance and Promoting Flood Insurance**

Event/Project	Date	Hrs.	People reached directly	People reached via media	Expo	Hazard(s) Addressed
Director Carl Simmons made a presentation to the Headquarters HOA.	1/13/2016	2	45+			Discussion on the benefits of being prepared for floods and flooding.
Director Carl Simmons conducted a public meeting with the Town of Rockville, SC.	1/16/2016	3	15			Discussed the importance of code changes, the effect they have on community. Mitigation - preventative ideas, suggestions, being prepared for floods and flooding
Director Carl Simmons made a presentation to the Board of Directors - Headquarters Island	3/3/2016	2	10		No	Discussion with Headquarters Island Board of Director regarding Flood Zone Remapping
Charleston County Floodplain Management Coordinator Cindy Cahill participated in the 'County Square' within the Black Expo, a regional event targeting African American community members and gave information on flooding, flood insurance, building safety, and hazard mitigation/preparedness alongside multiple Charleston County departments	3/12/2016	5	175		Yes	Flooding, hurricane awareness, emergency management, environmental conservation, building safety, mitigation, flood insurance
Homebuilder April 20, 2016 to discuss code related issues with the Trident Home Builders Association	4/20/2016	2	15		No	building safety, earthquake resistance, wind resistance, life safety, flooding, sustainability, energy conservation, flooding, mitigation
Isle of Palm HurricaneExpo (Disaster Prep Expo) - Certified Floodplain Manager Cindy Cahill	5/18/2016	3	30	100,00	Yes	flooding, mitigation, outreach, life safety, hurricane preparedness, building safety, community coordination, storm surge, flood insurance, natural hazards
MUSC Hurricane EXPO - Certified Floodplain Manager Cindy Cahill	5/25/2016	5	225	15,000	Yes	flooding, mitigation, outreach, life safety, hurricane preparedness, building safety, community coordination, storm surge, flood insurance, natural hazards
Travelers Institute Hurricane Preparedness Event - Certified Floodplain Manager Cindy Cahill	5/26/2016	2	85		No	flooding, mitigation, outreach, life safety, hurricane preparedness, building safety, community coordination, storm surge, flood insurance and hurricane resistance.
James Island Hurricane EXPO - Certified Floodplain Manager C. Cahill and Technical Service Coordinator Pamela Mecke attended	6/4/2016	3.5	50		No	Offered information hurricane preparedness, flooding, childrens activity booklet on hazards, flood insurance, mitigation
Charleston Regional Hazard Mitigation Plan Project Committee meeting concerning the 2016-2017 Hazard Mitigation Plan updates	8/31/2016	1.5	30		No	Multiple communities and jurisdictions met to review updates to the Hazard Mitigation Plan and discuss the PPI program for all hazards in the county.
MUSC Hurricane EXPO - Charleston County EMD & 211	9/29/2016	5	400		Yes	flooding, mitigation, outreach, life safety, hurricane preparedness, building safety, community coordination, storm surge, flood insurance, natural hazards
Charleston Regional Hazard Mitigation Plan Project Committee meeting concerning the 2016-2017 Hazard Mitigation Plan updates	9/28/2016	1.5	25		No	Multipal communities and jurisdictions met and adopted the 2016-2017 Hazard Mitigation Plan and the PPI program for all hazards in the county.

Also of great public benefit, County Council previously held a Round Table discussion open to the public to inform citizens about flood insurance. Flood insurance has been promoted on several occasions by Council Member Johnson in these presentations and discussions of area flood hazards and mitigation (CRS Activity 370). See below attachment for the News Release documenting one of these meetings (see OP report backup and CPI backup for other meeting documents).

**Attachment: Round Table Discussion Promoting Flood Insurance**

**News Release**



**October 16, 2015  
Release Number: 3982**

**Charleston County Councilwoman Anna Johnson's October 28 Round Table Meeting: Disaster Protection and Fair Housing**

Charleston County Councilwoman Anna B. Johnson of District 8 will hold her monthly round table discussion on **Wednesday, October 28**. The meetings normally are held at 12:30 p.m. on the fourth Wednesday of every month at the John's Island Regional Library located at 3531 Maybank Highway on Johns Island.

Our guest speakers this month will be Charleston County Community Services Director Johnna Murray, Charleston County Building Services Director Carl Simmons and St. John's Fire Department Deputy Chief Stanley.

**Charleston County Building Services:**

We will discuss what type of insurance you need and how much it covers.

- Flood/Wind/Fire Insurance
- Earthquake Insurance
- Homeowners Insurance
- Liability Insurance
- Auto Insurance

### *Technical Assistance (370TA)*

Another very important aspect of flood insurance promotion is providing technical assistance to individuals and promoting flood insurance through this assistance. The Charleston County Building Inspection Services Director, Assistant Director, Administrative Services Manager, Floodplain Management Coordinator, Floodplain and Plan Review Assistant and a Permit Specialist, all of who are Certified Floodplain Managers. These individuals can provide assistance and advice and have assisted individuals on numerous occasions with information about their properties and the importance of flood insurance as well as financial assistance options. Table 11 below lists technical assistance records for the last year. In addition to this technical assistance, flood-related inspections are also provided as a courtesy to residents as requested to inform them about their flood determination. Standard Operating Procedure “I.2 Flood Zone Related Inspections,” for the Charleston County Building Inspection Services department details the procedures for conducting these inspections. The below information is taken from this Standard Operating Procedure:

#### **I. Other Flood-Related Inspections**

##### **A. Community Rating System Inspections**

1. These inspections are performed at the request of a property owner who indicates they need assistance with a flooding problem
2. Field inspectors are to offer suggestions to property owners as to potential options to help minimize flood losses on the property.
3. Field inspectors are to document the inspections on their daily inspection lists and the CRS flood protection assistance forms.
4. A copy of the inspection documentation is to be maintained by the Administrative Staff for the Community Rating System recertification.

Flood protection assistance and flood insurance promotion are essential in a county like Charleston because of the multiple hazards that can lead to flooding in our area. A heavy rainfall, an exceptionally high tide, a tropical storm, hurricane or other weather event, all pose an imminent risk to the area. Not all homes in the area are located within Special Flood Hazard Areas but most could benefit from carrying flood insurance or offer information regarding protection against floods as most homeowner policies do not include flooding as a covered event and people do not know what measures they can take to prevent issues in the future.

Overall, in the joint efforts of the Committee, County departments and stakeholders, flood insurance promotion has been identified as a key to the success of most implemented outreach programs. Identifying target audiences and outreach methods are a major part of the Committee’s goal and objectives. The Committee will continue to evaluate the effectiveness of each program and adjust or add new programs as it requires. This flood insurance assessment will be evaluated annually as a part of the *Charleston Regional Hazard Mitigation Plan* and the Public Information Plan included in it.

**Table 11: Technical Assistance Related to Flood Insurance Promotion**

Date	Name	Address	Location	Parcel ID (PID)	Current Flood Zone	BFE	Ins. Info Given	CBRS Zone	Past Flood or Repetive Loss	Sensitive or Wetland	300 Flood Protection Assistance financial assistance advice discussed	370 flood zone info discussed	Findings and recommendations
1/7/16	Buyer	7064 MAYBANK HWY.	Charleston County	1510000273	X	N/A	Yes	No	No	No	No	Yes	Buyer looking for flood zone info and elevations. Discussed flood insurance
1/8/16	Christine	1846 OVERDELL DR	City of Charleston	350-01-00-097	VE	13	Yes	No	No	No	No	Yes	owner looking to get removed from VE zone, discussed her elev cert and talking to engineering firm and HOA current ins 4000
1/11/16	Buyer	1967 Calver Ave	Charleston County	350-13-00-108	VE	13	Yes	No	No	No	Yes	Yes	Buyer looking for flood zone info and elevations. Discussed flood insurance
2/2/16	Dan	1945 Swift Av	Charleston County	350-13-00-021	AE	12	Yes	No	No	No	Yes	Yes	Buyer looking for flood zone info and elevations. Discussed flood insurance
3/9/16	Austin	9226 Tibwin Rd	Charleston County	745-00-00-200	X	N/A	Yes	No	No	No	No	Yes	Buyer looking for flood zone info and elevations. Discussed flood insurance
3/15/16	Debbie	1866 Cestus Lane	Charleston County	355-14-00-149	AE	11	Yes	No	No	No	Yes	Yes	Owner need historic flood info for insurance. Discussed flood ins and elevation
3/31/16	Tracey Kampmeyer	773 Creekside Dr	Charleston County	452-01-00-040	AE	14	Yes	No	No	No	Yes	Yes	Owner need historic flood info for insurance. Discussed flood ins and elevation
4/20/16	Wanda Krupinski	2623 Seabrook Island Rd	Seabrook	147-07-00-008	AE	13	Yes	No	No	No	Yes	Yes	Buyer wanted info on what could and couldn't be done if buying home. Did site visit with Carl, discussed options, alternatives, 50% rule, etc....
5/2/16	Kyke	3918 Beehive Rd	Charleston County	614-00-00-275	X	N/A	No	No	No	No	No	Yes	Buyer looking for flood zone info.
5/6/16	Janice Harper	1414 DUPRE CREEK LN	Charleston County	617-15-00-035	AE	9	Yes	No	No	No	No	Yes	Has a buyer that wants to enclose bottom area for master bedroom. I told her only parking, storage and access. No living area below DFE. Garage at 7.5
5/6/16	Kathy McKay	3124 Marshall	Sullivan's Island	529-12-00-097	VE	17	Yes	No	Yes	No	Yes	Yes	Property tax lists home as 1991 const. With Hugo NFIP ruled home as non substantial imp. Didn't have to raise. Now NFIP wants house raised due to post firm. Talked to Carl. Referred them to Auditor/Assessors office.
5/11/16	Danny	914 GADSDENVILLE RD	Awendaw	614-00-00-249	VE	16	Yes	No	No	No	Yes	Yes	wanted to put mobile home in VE zone
6/2/16	Kris Fowler	421 Woodland Shores	Charleston County	343-11-00-079	AE	11	Yes	No	Yes	No	Yes	Yes	House is in a hole, everything runs towards it. Slab on grade and can't really raise it. Gave info on flood resistant mat and raising ceiling to be able to raise floors in future. Did site visit with Carl, discussed options, alternatives, 50% rule, etc....
6/6/16	Linthouse	1028 Wappoo Rd	Charleston County	351-16-00-016	X	N/A	Yes	No	No	No	No	Yes	Wanted to know flood zone, X, went over non-flood zone ins.
6/27/16	Lynn	33 S Hampton Dr	City of Charleston	352-06-00-020	AE	13	Yes	No	No	No	Yes	Yes	prospective buyer, reviewed elevation cert, provided info on areas to lower ins, referred to City for official info.
6/30/16	Shep	4484 Betsy Kerrison PKWY	Charleston County	204-00-00-010	AE	14	Yes	No	No	No	No	Yes	prospective buyer wanted to know flood zone and building requirements
8/8/16	Sherry Long	8149 Bing Hill	Charleston County	120-00-00-134	X	N/A	Yes	No	No	No	No	Yes	Verifying the LOMC for the property was valid
8/9/16	Yvonne	3737 Belvedere d	Charleston County	249-00-00-035	AE	12	Yes	No	No	No	No	Yes	prospective buyer wanted to know flood zone and building requirements
8/30/16	Stanley	591 Oyster Rake	Seabrook	207-02-00-051	AE	13	No	No	No	No	No	Yes	Insurance agent needed historical FIRM
9/7/16	Gerald Tiller	492 Romain Rd	McClellanville	744-00-00-204	VE	17	Yes	No	No	No	Yes	Yes	Owner verifying if property is still in VE zone and building requirements. Discussed elevation, breakaway wall, parking, storage, access, etc....
9/8/16	Wanda Krupinski	2937 Deer Point Dr	Seabrook	149-05-00-148	AE	13	Yes	No	No	No	Yes	Yes	Buyer wanted info on what could and couldn't be done if buying home. Did site visit with Carl, discussed options, alternatives, 50% rule, etc....
9/10/16	Ashley, Ash Agency	1009 Embassy Row Way	Seabrook	147-01-00-082	AE	13	Yes	No	No	No	No	Yes	Insurance agent needed historical FIRM
9/9/16	Andrea Rodgers, Agent/Owned Realty	2420 Seabrook Island Rd	Seabrook	147-02-00-016	AE	13	Yes	No	No	No	No	Yes	Insurance agent needed historical FIRM
9/12/16	Christian Reed	3384 Fairview Rd	Charleston County	388-09-00-026	X	N/A	No	No	No	No	No	Yes	prospective buyer wanted to know flood zone and building requirements
9/14/16	Darren Weathers	1111 Bulow Point Rd	Charleston County	287-00-00-323	AE	7	No	No	No	No	No	Yes	Town of Mt. Pleasant planning needed flood zone for prospective buyer of property, Rob was at EMI. Sent flood map with location and referred them to Rob for official info.
9/14/16	Chris Johnson	1578 Holton Pl	City of Charleston	415-03-00-061	AE	14	Yes	No	No	No	No	Yes	Owner needed flood map to send to FEMA to be removed from flood zone. Referred them to the City for a letter of Determination.
9/15/16	Ashley, Ash Agency	4511 Ventura Dr	North Charleston	410-09-00-017	AE	11	No	No	No	No	No	Yes	Insurance agent needed flood zone, referred her to North Charleston
9/19/16	Joette - Nationwide	2554 Birkenhead Dr	Charleston County	309-13-00-116	AE	11	No	No	No	No	No	Yes	Insurance agent needed historical FIRM
10/14/16	Mike Shilling	7979 Little Britton Rd	Charleston County	094-00-00-069	X, AE	12,13	Yes	No	No	No	No	Yes	Prospective Buyer, discussed flood zones, mortgage flood ins, sent FIRM map, etc....

### ***Hazard Disclosure (CRS Activity 340)***

Real estate agencies provide hazard disclosure to prospective homeowners. Charleston County works with real estate agents to provide them with any information that they need to provide prospective homebuyers and sellers with to give them an accurate picture of what they are purchasing and what kind of flood insurance they will be required to or should purchase. There is a real estate agent on the Charleston Regional Hazard Mitigation & Public Information Plan Committee to provide valuable perspective and information to the Committee regarding this topic. Full disclosure is a necessary part of any real estate purchase. See Table 11 above for some instances where Charleston County assisted both real estate agents and prospective buyers and sellers with information regarding flood zones and flood insurance.

Also as a part of the Standard Operating Procedures for Charleston County, real estate transaction-related inspection services are provided. Standard Operating Procedure “1.2 Flood Zone Related Inspections” details the inspections below:

- A. Special Requirements for Voluntary Flood Inspections for Real Estate Transactions per ordinance Article VII (fee-based)**
  - 1. Property records are to be investigated to determine what permits were obtained for the property and applicable flood ordinance requirements based on the dates of these permits prior to inspections being conducted.
  - 2. Inspections are conducted primarily for floodplain management-related elements, based on the date of construction of the building.
  - 3. Any work done without applicable permits is to be noted on the inspection report and photographed.
  - 4. The Department Director will need to approve and sign any letters mailed to the requester of the inspection.

OP#33 brochure has been added to the outreach project list detailing flood insurance and flood risks for prospective and new homeowners. See brochure below.



# Attachment: OP#33 “Shopping for Your Dream Home? Know & Prepare for Flood Risk Before You Buy”

**Local Jurisdiction Contact Information**

Charleston County (unincorporated) (843) 202-6730  
 Towns of Awendaw, Hollywood, James Island, Lincolnville, McClellanville, Murrells, Faversham, Rockville and Seabrook Island

City of Charleston (843) 724-7320  
 City of Folly Beach (843) 386-2447  
 City of Isle of Palms (843) 866-9912  
 City of North Charleston (843) 740-2549  
 Town of Kiawah Island (843) 768-9166  
 Town of Mt. Pleasant (843) 884-5154  
 Town of Sullivan's Island (843) 883-3198

**Charleston County Building Inspection Services**  
 4045 Bridge View Drive, Suite A311  
 North Charleston, SC 29405  
 (843) 202-6930  
 BuildingServices@CharlestonCounty.org  
 www.CharlestonCounty.org

**Shopping for Your Dream Home? Know & Prepare for Flood Risk Before You Buy**

## Know the Risk & Impact of Flooding

Floods are the most frequent and costly natural hazard in the United States. Given the Lowcountry's low elevation, coastal location and frequency of heavy precipitation, tropical storms and hurricanes flooding is a very serious threat to everyone in the region. Even those not living close to the water are at risk.

The force of moving water or waves can destroy a building. Even standing water can float a building, collapse walls, or buckle a concrete floor. Water-soaked interiors, such as carpeting, clothing, upholstered furniture, and mattresses, may have to be thrown away after a flood. Personal items, such as photographs and heirlooms, may be destroyed.

Flooding threatens the public's health and safety. People drown. Stagnant water is a breeding ground for disease and pests. Excess moisture fosters the growth of mold and mildew. Flood waters carry toxic substances such as fertilizer, gasoline and oil. In addition, the prevalence of raw water is an added concern as it pollutes drinking water wells.

The financial and personal cost of flooding can be devastating. Too many families have lost their homes and belongings, and some have lost their lives, and they never saw it coming.

It doesn't take much—just a few inches of flood water can cause serious and permanent damage.

Get educated and be prepared. As you shop for or build your dream home, familiarize yourself about flood risks and what you can do to lessen those risks and protect your family and your home.



## A Flood-Aware Homebuyer's Checklist

### Understand Your New Home's Flood Risk

- Identify if your property is in a floodplain and its flood zone
- Determine your elevation, flood depth, velocity and warning time
- Find out if the property is subject to other hazards, including flooding
- Ask if the home has been built or modified to current floodplain regulations and what building and zoning regulations are in effect

### Build & Buy Responsibly

- If building, hire design professionals familiar with local hazards.
- If purchasing an existing home, have it inspected by a professional home inspector
- Obtain permits for construction, from your local jurisdiction, even if you do the work yourself
- Hire contractors licensed by South Carolina and/or your local jurisdiction
- Use flood resistant material as necessary
- Inquire as to whether federal aid is available for retrofitting, relocating, or demolishing structures with repetitive flooding

### Get Insured

- Purchase flood insurance—get started by contacting your insurance agent or visiting FloodSmart.gov

### Remain Aware of Flooding After Moving In

- Create an emergency kit and Plan
- Protect Natural Floodplains and support their function by landscaping with native plants and minimal fertilizer
- Keep drainage channels and catch basins free from obstructions such as tree limbs and trash
- Educate yourself about additional flood prevention measures to protect your family and home

## Remain Aware of Flooding upon Moving In

**Create an Emergency Kit and Emergency Plan**  
 As soon as you move in, make an emergency kit and plan. Your kit should contain supplies needed to shelter in place for at least three days. Your plan should include:

- A strategy for family communication.
- Monitoring local media for the latest news and official instructions.
- Details on how you will safely shelter in place or evacuate. Evacuation route maps should be in each car and incorporate these routes into your plan.
- Requirements of household members with special needs.
- Caring for your pet(s) if you shelter in place or evacuate. Most shelters prohibit pets.

To learn more about preparing your emergency supply kit and emergency plan visit FEMA.gov, Ready.gov or 3Cemid.org.

**Protect Natural Floodplains & Keep Drainage Channels Clear**  
 Preserve wetland areas and oceanfront sand dunes as they protect property from flooding. Keep them clean and do not walk on sand dunes.

Help support natural floodplain functions by gardening with native plants and minimal fertilizer to establish vegetative buffers.

Keeping drainage channels and catch basins free from obstruction reduces flooding during heavy rains. Maintain the channels near your property and remove or report obstructions. Request ditch cleaning from or report dumping violations to your local jurisdiction, before a storm occurs.

**Educate Yourself about Flood Prevention Measures**  
 Upon moving into your home, educate yourself about additional flood prevention measures to safeguard your new purchase, your family and your belongings. Libraries, government offices, and the internet have extensive flood hazard mitigation information.



## Understand Your Potential New Home's Flood Risk

The entire Charleston region, whether you are near water or not, is at risk for flooding. When shopping for a home, learn how vulnerable your potential new property might be before you buy.

The County of Charleston and local jurisdictions regulate construction and development to protect buildings from flood damage. Filing of dirt and similar projects are prohibited in certain areas. Houses substantially damaged by fire, flood, or any other cause must be elevated to or above the regulatory design flood level when they are repaired.

Before you commit to buying a property, find out if it is located in a floodplain and determine its elevation. Learn about historical flooding in your new neighborhood. Inquire about the age of the home and if it has been built or modified to current floodplain regulations. In the Charleston area, most current floodplain regulations did not come into effect until the 1970s. As a result, homes built before then could be more vulnerable to flood damage.

Ask your real estate agent, contractor, builder and your local jurisdiction if the property is in a floodplain and the property's flood zone; if it has ever been flooded; what the flood depth, velocity, and warning time(s) are; if it is subject to any other hazards; and what building or zoning regulations are in effect.

Your potential new neighbors, homeowners association and library are also good resources for this information.

More information can be obtained on regulations, floodplains and flood zones from your local jurisdiction.



## Build & Buy Responsibly

If you build a new home, hire architects, engineers and other design professionals familiar with flooding and other local hazards, to prepare your building plans.

The design professionals you hire should have knowledge of the area's floodplains, local building regulations and flood prevention measures. A building can be protected from most flood hazards, sometimes at a relatively low cost. New buildings can be set back an appropriate distance from water and wetlands. New construction and mechanical equipment (hot water heaters, air conditioning units, etc.) must be elevated to or above your local jurisdiction's design flood levels.

If you are buying an existing home, have your potential new home inspected by a professional home inspector as early as possible in the buying process. The inspector will examine all major components of the home and alert you if they find damage that may have been caused by past flooding and requires repair. The inspector may recommend retrofitting and other flood prevention actions you should take post-purchase, including regrading, constructing berms or building floodwalls.

Whether you are building your home, or preventing or correcting flood damage in an existing home, only hire contractors licensed by South Carolina and/or local jurisdictions who will use flood resistant material as appropriate. Obtain permits as required by your local jurisdiction for construction-related work, even if you do the work yourself.

Contact your local jurisdiction or Charleston County Building Inspection Services to see if federal aid is available for retrofitting, relocating, or demolishing structures with repetitive flooding.

## Get Insured

Flood insurance is one of the best protection measures for a building. Usually, homeowners insurance does not cover floods. Only flood insurance covers floods. Flood insurance is available to owners and renters of residential and commercial properties under the National Flood Insurance Program (NFIP) and can be purchased through a licensed insurance agent.

NFIP policies can cover the building, the contents, or both. All properties in the Special Flood Hazard Area, with a federally backed mortgage, will be required to have flood insurance. Everyone should have flood insurance.

Typically, there is a 30-day waiting period from date of purchase before a policy goes into effect.

Premiums are determined by risk level, the amount of coverage, deductible, age of home, elevation and type of building. The average premium for a residential flood policy is less than \$2 a day. The cost of flood insurance is a drop in the bucket compared to the cost of flood damage.

Visit FloodSmart.gov or contact your insurance agent for more information. Ask if you qualify for any discounts.

Your insurance agent may require an elevation certificate to get you a quote. If you do not have an elevation certificate, contact your local jurisdiction to see if it is on file. If not, contact a surveyor, engineer or architect to prepare one.



## Flood Protection Information (CRS Activity 350)

In an effort to provide flood protection information, Charleston County has partnered with the Charleston County Library system to introduce FEMA flood publications in all sixteen of the area's branch locations. Below is a list of the publications available at all sixteen branch locations.

### Above the Flood: Elevating Your Floodprone House, FEMA-347, 2000

[http://www.fema.gov/media-library-data/20130726-1443-20490-3026/fema347cvr\\_toc.pdf](http://www.fema.gov/media-library-data/20130726-1443-20490-3026/fema347cvr_toc.pdf)

Catalog # R693.892 ABOVE

### Answers to Questions About the National Flood Insurance Program, F-084, 2011

[http://www.fema.gov/media-library-data/20130726-1438-20490-1905/f084\\_atq\\_11aug11.pdf](http://www.fema.gov/media-library-data/20130726-1438-20490-1905/f084_atq_11aug11.pdf)

Catalog # R368.122 ANSWERS

### Coastal Construction Manual, FEMA-P-55, 2011

[http://www.fema.gov/media-library-data/20130726-1510-20490-6719/fema55\\_volii\\_frontmater.pdf](http://www.fema.gov/media-library-data/20130726-1510-20490-6719/fema55_volii_frontmater.pdf)

Catalog # R693.8 UNITE

### Elevated Residential Structures, FEMA-54, 1984

<http://www.fema.gov/media-library-data/20130726-1509-20490-6744/fema54.pdf>

Catalog # R693.8 UNITE

**Mandatory Purchases of Flood Insurance Guidelines**

**Protecting Manufactured Homes from Floods and Other Hazards, FEMA P-85, 2009**

[http://www.fema.gov/media-library-data/20130726-1501-20490-6993/a\\_fema\\_p85\\_cvr\\_toc.pdf](http://www.fema.gov/media-library-data/20130726-1501-20490-6993/a_fema_p85_cvr_toc.pdf)

Catalog # R693.8 PROTECTI

**Mitigation of Flood and Erosion Damage to Residential Buildings in Coastal Areas, FEMA-257, 1994**

<http://www.fema.gov/media-library-data/20130726-1505-20490-8508/fema257.pdf>

Catalog # R693.8 MITIGATI

**Protecting Building Utilities from Flood Damage, FEMA P-348, 1999**

[http://www.fema.gov/media-library-data/20130726-1514-20490-7165/p\\_348.pdf](http://www.fema.gov/media-library-data/20130726-1514-20490-7165/p_348.pdf)

Catalog # R363.3493 PROTECTI

**Protecting Floodplain Resources, FEMA-268, 1996**

<http://www.fema.gov/media-library-data/20130726-1440-20490-5918/fema268.pdf>

**Reducing Damage from Localized Flooding, FEMA 511, 2005**

<http://www.fema.gov/media-library-data/20130726-1446-20490-0539/FEMA511-complete.pdf>

Catalog # R363.3493 REDUCING

Also of significant importance is the vast array of information available on the Charleston County website ([charlestoncounty.org](http://charlestoncounty.org)). A major project and source for citizens, this website includes flood insurance information, all brochures produced for the Public Information Plan and an extensive list of frequently asked questions. Important links include: *Charleston Regional Hazard Mitigation Plan*, [floodmsart.gov](http://floodmsart.gov), links to NFIP webpages and [scsafefhome.com](http://scsafefhome.com). This website is updated monthly with any new or updated information or brochures as they are produced. There are currently fourteen hazard information related brochures, along with activity sheets for children. Links to more information regarding flooding and other hazards are on this page as well. The website is a very important part of the Public Information Plan as it is typically the first place that citizens will use to gain more information. Below are screen shots of all of the brochures, informational pages and frequently asked questions on the Charleston County website.



# Attachment: Charleston County Website

[Home](#)
[Online Services](#)
[Floodplain Management](#)
[Hazard Mitigation Plan](#)
[Forms](#)
[Permit Fees](#)
[Project Impact](#)

## Floodplain Management

**Helpful Links**

- Charleston County Hurricane Guide

**Frequently Asked Questions**

- How do I know in which flood zone a property is located?
- Is Charleston County potentially subject to hurricane storm surge flooding?
- What do the flood zone designations on the Flood Insurance Rate Maps mean?
- Can all properties in Charleston County get flood insurance?
- What regulations apply to construction-related activities in Flood Zones?
- Is there a limit to how much work can be done to an existing structure in an Flood Zone?
- What are the special requirements for construction in "A, AE, AH, AO, A99" Flood Zones in Unincorporated Charleston County?
- What are the special requirements for construction in "V and VE" Flood Zones in Unincorporated Charleston County?
- Where can I get a "flood elevation certificate" to determine the actual elevation of my structure?
- Where can I get information on safety measures for flooding?
- How can I protect my property from flood-related damages?
- If someone is dumping trash into the drainage ditches or system in my neighborhood, what should I do?
- If my property has been flooded, what should I do?
- Does Charleston County have a plan to address preparing for floods and other hazard events?
- What if my property contains wetland areas or dunes?
- Where can I get real time information on water elevations for streams and rivers in Charleston County?

## Contact

Building Inspection Services  
 Lonnie Hamilton, III Public Service Building  
 4045 Bridge View Drive  
 North Charleston, SC 29405  
 Phone: (843)202-6930  
 Fax: (843)202-6936  
 Email: [buildinginservices@charlestoncounty.org](mailto:buildinginservices@charlestoncounty.org)  
 Office Hours:  
 Mon - Fri, 8am - 5pm  
 Inspector Availability:  
 7am - 8:30am  
 4pm - 5pm

[All Departments](#)

[Home](#)
[Online Services](#)
[Floodplain Management](#)
[Hazard Mitigation Plan](#)
[Forms](#)
[Permit Fees](#)
[Project Impact](#)

## Project Impact

**What is Project Impact?**

- Project Impact is an initiative originally sponsored by FEMA to assist local communities in becoming more disaster resistant.
- An on-going initiative in the Charleston County Area that performs projects which help make our community better able to resist damages due to hazard events.

**How do I make my home or business more disaster resistant?**

- Flood Hazard Information
- Project Impact flood hazard
- Hurricane Hazard Information
- Project Impact hurricane hazard
- Earthquake Hazard Information
- Project Impact earthquake hazard
- Tornado Hazard Information
- Project Impact tornado hazard
- Wildfire Hazard Information
- Project Impact wildfire hazard

Other Information  
[S.C. Safe Home Program](#) (grants/tax credits for retrofitting homes for enhanced wind resistance)

**Flood Inundation Maps**

- Slosh Model Category 1
- Slosh Model Category 3 (15 mph)
- Slosh Model Category 3 (25 mph)
- Slosh Model Category 5

If you need more assistance with or specific information related to Flood Inundation Maps, Flood Stage Forecast, or Slosh models please contact Building Inspection Services at 843-202-6940.

**Project Impact educational brochures**

- Generator Safety Brochure
- Hazard Resistant Landscaping Brochure
- Boat Owner's Guide to Storm Preparation
- Damaged Collections, Antiques & Other Valuables
- Build A Dune Brochure
- Earthquake Brochure
- Flood Safety Brochure
- Drainage Awareness Campaign Brochure
- After a Disaster: Hiring a Contractor

**Project Impact for kids (and teachers!)**

- Flyer of programs for schools
- Mini-grant application
- Lowcountry Science Fair Awards Information
- "Beat the Brainiac" school assemblies
- Project Impact Scout Patch Program

**Activity Sheets**

- Earthquake
- Flood
- Fire
- Hurricane

**Want more information?**

- Hazard information
- FEMA For Kids

## *Floodplain Management Planning (CRS Activity 510)*

Because the *Charleston Regional Hazard Mitigation Plan* is a multi-jurisdictional plan, every jurisdiction's action plans are included. All jurisdictional action plans include public information activities. See below a sample of activities included in the action plans.

PP	Continue providing information to citizens regarding hazard safe interior rooms (PPI)	Building Inspection Services	General Fund	Minimize future tornado-related loss of life; Educating citizens regarding vulnerability to hazards and steps which may reduce vulnerability.	2
PI	Provide hazard related information to all residents through the AT&T yellow pages telephone book (PPI)	Building Inspection Services	General Fund	Protecting the lives of citizens from natural hazards; reduce existing flood damage; minimize future flood damage; minimize future hurricane damage; educating citizens regarding their vulnerability to natural hazards and steps to take to reduce vulnerability; improve water quality.	1
PA	Conduct or co-sponsor training workshops regarding the International Building-related, flood, and Fire Prevention Codes and Regulations, and on sustainable construction / landscaping practices, when there is interest in these workshops (PPI)	Building Inspection Services	General Fund  self-supporting through workshop revenues	Educating citizens regarding vulnerability to natural hazards and steps to reduce vulnerability; minimize future flood damage; minimize future earthquake damage; improve hazard resistance of infrastructure; minimize hurricane damage; preserve environmental resources	1
PA, PP, PI, NB	Continue providing information to citizens regarding propane tank anchoring, hazard safe interior rooms, boat anchoring and maintenance, generator safety, riparian buffer zones, hazard resistant landscaping, and artifact protection, among other issues (PPI)	Building Inspection Services  Project Impact  Community Partners	General Fund  Grant Funding	Educating citizens regarding vulnerability to natural hazards and steps to reduce vulnerability; minimize future flood damage; minimize future earthquake damage; minimize future hurricane damages; preserve environmental resources	2

NB	Continue to distribute literature on to citizens through government offices and at expos (PPI)	Building Inspection Services  Project Impact	Partner donations  Grant Funding	Educating citizens regarding vulnerability to hazards and steps to reduce vulnerability; minimize future flood damage; preserve environmental resources; improve water quality; improve hazard resistance of infrastructure; preserve open space; encourage recreational activities; minimize future hurricane damage; improve water quality; improve air quality	2
PI	Mail an outreach project to floodplain residents to those property owners whose property is located in the special flood hazard area  (PPI)	Building Inspection Services  Project Impact	General Fund	Protecting the lives of citizens from natural hazards; educating citizens regarding their vulnerability to natural hazards and steps to take to reduce vulnerability; minimize future flood damage; minimize future hurricane damage; improve water quality	1

### ***Flood Response Preparations***

Flood response preparation projects were established and have been maintained by the Hazard Mitigation & Public Information Plan Committee since the inception of the Public Information Plan. These projects are aimed at informing the public before, during and after a hazardous incident. Table 12 below is a listing of projects and what topics are addressed that were established by the Charleston Regional Hazard Mitigation & Public Information Plan Committee as Flood Response Preparation (FRP) projects. These projects cover a range of outreach methods from media releases to inform the public to brochures that assist in preparation measures, to bags to be delivered to residents with information while damage assessments are being conducted. Attached at the end of this document (pages 56-61) are procedures for how information will be disseminated in the event of a flood. These procedures are updated and revised as necessary annually. Also included in Table 12 are details describing distribution schedules, assignment, projected outcomes, topics and target audiences for each project.

**Table 12: Flood Response Preparation Activities (FRP)**

Topics (please see PPI document pages 16-20 for list of messages for each topic):				Target Audiences (PPI document pages 14-15):		
1. Know your flood hazard. 2. Insure property for your flood hazard. 3. Protect people from the hazard. 4. Protect your property from the hazard. 5. Build smart. 6. Protect natural floodplain functions. 7. Hurricane preparedness/safety. 8. General hazard preparedness. 9. Flood education. 10. Site drainage.				1. General Public 2. Residences and businesses in the Special Flood Hazard Areas (SFHA) 3. Newcomers to the area/ tourists 4. Real Estate and Insurance Agents/ Real Estate Buyers & Sellers 5. Repetitive Loss Area Residents 6. Non-English speaking community 7. Design Professionals/ Contractors 8. Others as determined by the Committee		
FRP #	Flood Response Project Name	Topics Covered	Target Audience	Outcome	Assignment	Distribution
FRP #1	FRP Instructions for Distribution	1-6, 8-9	1-7	Inform the public about flood response after an event	Building Inspection Services Department	Distributed within 48 hours post flood event; instructions are kept up-to-date throughout the year and ready for distribution in the event of a flood.
FRP #2	Media Information Post Flood	1-9	1-7	Inform the public about flood response after an event	Building Inspection Services Department	Immediately following flood event; information is kept up-to-date throughout the year and ready in the event of a flood.
FRP #3	Chas. Co. Area Project Impact (Bag)	8	1-8	Inform public about several topics post-event- includes several fliers, information sheets, insurance info, contact info for post-event activities	Building Inspection Services Department	Distributed during damage assessment within 48 hours post flood event and at expos
FRP #4	NFIP Flood Insurance Claims Handbook FEMA F-687	1-6	1-2, 5	Inform affected residents about insurance claims process post event	FEMA	Post flood event; kept in-house in the event of a flood.
FRP #5	NFIP Flood Insurance Claims Handbook FEMA F-687S (Spanish)	1-6	1-2, 5-6	Inform affected Spanish speaking residents about insurance claims process post event	FEMA	Post flood event; kept in-house in the event of a flood.
FRP #6	NFIP Summary of Coverage FEMA F-679/November 2012	1-6	1-5	Inform public and policy holders about the benefits and coverage available with flood insurance	FEMA	Pre and post flood event; kept in-house.
FRP #7	NFIP Summary of Coverage FEMA F-679S (Spanish) /November 2012	1-6	6	Inform Spanish speaking community about benefits and coverage available with flood insurance	FEMA	Pre and post flood event; kept in-house.
FRP #8	Brochure: "Need A Contractor?"	1-5, 8	1-3	Inform public about what to look for in a selecting a contractor	Building Inspection Services Department	Available year-round in BIS offices, expos and at events.
FRP #9	Brochure: "Build Back Safer and Stronger"	3-5	1-3, 7	Increase knowledge of how to protect homes from future flood damage	FEMA	Available year-round in BIS offices, expos and at events.
FRP #10	Brochure: "Preparation and Preservation of Damaged Collections, Antiques and Other Valuables"	1-6, 8	1, 3, 8 (business owners and collectors)	Increase knowledge of how to protect valuables from flood damage	Building Inspection Services Department	Available year-round in BIS offices, expos and at events.
FRP #11	Brochure: "Increased Cost of Compliance Coverage"	2, 5, 8-9	1-5	Improved public knowledge about the cost of compliance coverage	FEMA	Available year-round in BIS offices, expos and at events.
FRP #12	Brochure: "Building Codes: How They Help You"	5, 8	1-5, 7-8	Inform public about how building codes can protect property and lives	International Codes Council	Available year-round in BIS offices, expos and at events.
FRP #13	County-wide mailer/ brochure: "Flooding: Are you Prepared?"	1, 9	1-5, 7-8	Inform public about flood risks, how to prepare and stay safe, who to contact if your home is damaged, financial advice services available, general flood information/ facts	Building Inspection Services Department	Updated annually and mailed to residents, started in 2012; also available in BIS offices and at expos and events
FRP #14	Brochure: "Flood Preparation and Safety"	1, 9	1-5, 7-8	Informa public about how to prepare for a flood an stay safe	Building Inspection Services Department	Available year-round in BIS offices, expos and at events.
FRP #15	Brochure: "Flood Preparation and Safety (Spanish)"	1, 9	6	Inform Spanish speaking community about how to prepare for and stay safe in the event of a flood	Building Inspection Services Department	Available year-round in BIS offices, expos and at events.
FRP #16	Brochure: "Mold Tips on Prevention and Control"	1, 5, 8	1-3, 5, 7	Inform public about measures to be taken in homes to prevent mold growth	International Codes Council	Available year-round in BIS offices, expos and at events.
FRP #17	Brochure: "Window and Door Protection"	1, 4-5, 7-9	1-3, 5, 7	Inform the public about protective measures and options for building openings	Building Inspection Services Department	Available year-round in BIS offices, expos and at events.
FRP #18	Brochure: "Mold and Mildew"	1, 5, 8	1-3, 5, 7	Inform public about hazards associated with mold and mildew growth	Building Inspection Services Department	Available year-round in BIS offices, expos and at events.
FRP #19	Brochure: "Cleaning Up Info on Clean Up and Repair"	1, 3-5, 8	1-3, 5	Inform public about how to clean up property post event	Building Inspection Services Department	Available year-round in BIS offices, expos and at events.

## Annual Evaluation

The Charleston Regional Hazard Mitigation and Public Information Committee meets at least twice per year to discuss and vote on annual updates to the *Charleston Regional Hazard Mitigation Plan* as well as Public Information needs and activities and insurance coverage improvement plan needs. These efforts are very important to keep current so that the public finds the best and most relevant information possible to protect their lives and homes. In these evaluations by the Committee, they will address any modifications that need to be made to the current outreach methods, add new target audiences or areas if necessary, change the topics and/or message as appropriate, and update the Plan as needed to suit the community. The Charleston County staff

will facilitate the meetings and will make revisions to the Plan as deemed necessary. Because the Plan is adopted annually to keep it as up-to-date as possible, a digital and hard copy are made available for Charleston County Council members as designated in the adoption ordinance after the Plan has been accepted by the Committee. The most recent Council acceptance of the revised 2016 *Charleston Regional Hazard Mitigation Plan* update was November 30, 2016 (included below). The next scheduled formal adoption will occur later in 2017 of the *Charleston Regional Hazard Mitigation Plan*.

### Attachment: Charleston County Council Acceptance of Updated Plan

J. Elliott Summey - Chairman  
A. Victor Rawl - Vice Chairman  
Colleen T. Condon  
Henry E. Darby  
Anna B. Johnson  
Teddie E. Pryor  
Joseph K. Qualey  
Herbert R. Sass, III  
Henry D. Schweers



Beverly T. Craven, Clerk  
(843) 858-4030  
1-800-594-7832  
FAX (843) 858-4035  
E-mail: bcraven@charlestoncounty.org

CHARLESTON COUNTY COUNCIL  
LONNIE HAMILTON, III PUBLIC SERVICES BUILDING  
4045 BRIDGE VIEW DRIVE  
CHARLESTON, SOUTH CAROLINA  
29405-7464

November 30, 2016

Mr. Carl H. Simmons, Director  
Building Inspection Services  
4045 Bridge View Drive Suite A-311  
North Charleston, SC 29405

RE: *Charleston Regional Hazard Mitigation Plan* Report

Dear Mr. Simmons:

Per your request, I have provided copies of the summary report on the *Charleston Regional Hazard Mitigation Plan* revisions for this year to the members of County Council and informed these Members that a complete copy of the 2016 Plan Update is available to Council Members and the general public on the Building Services Department webpage, and a printed copy of the Plan is available in Building Services, Room A-311 of the Lonnie Hamilton Services Building.

If you have any questions or need any additional information, please let me know.

Sincerely,

Handwritten signature of Beverly T. Craven in blue ink.  
Beverly T. Craven  
Clerk of Council

A link to the Charleston Regional Hazard Mitigation Plan:

<http://www.charlestoncounty.org/departments/building-inspection-services/files/Hazard-Mitigation-Plan.pdf>

## Attachments (16): Each Jurisdiction's Adopting Resolution

### **A RESOLUTION FOR THE ADOPTION OF THE REVISED CHARLESTON REGIONAL HAZARD MITIGATION PLAN BY CHARLESTON COUNTY COUNCIL**

#### **Resolution No. 13-22**

**WHEREAS** the County of Charleston has experienced the effects of natural and man-made hazard events; and

**WHEREAS** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

**WHEREAS** the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents / business organizations / professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

**WHEREAS** the County of Charleston originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the County to remain eligible for certain Federal programs in which Charleston County participates, and

**NOW THEREFORE** be it resolved that

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the County of Charleston, and
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Charleston County Council.

Effective this 7<sup>th</sup> Day of November, 2013.

**A RESOLUTION FOR THE ADOPTION OF THE REVISED  
CHARLESTON REGIONAL HAZARD MITIGATION PLAN  
BY AWENDAW TOWN COUNCIL**

**Resolution No. 2013- 0 2-**

**WHEREAS** the County of Charleston has experienced the effects of natural and man-made hazard events; and

**WHEREAS** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

**WHEREAS** the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents / business organizations / professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

**WHEREAS** the Town of Awendaw originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the Town of Awendaw to remain eligible for certain Federal programs in which Charleston County participates, and

**NOW THEREFORE** be it resolved that the Town of Awendaw does hereby declares that:

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of Awendaw, and
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Charleston County Council and Awendaw Town Council

Effective this 7 Day of November, 2013

Attest:



Miriam C. Green, Mayor



Gregory Saxton, Town Clerk



TOWN OF HOLLYWOOD, SC

ADOPTION OF THE REVISED  
CHARLESTON REGIONAL HAZARD MITIGATION PLAN  
Resolution 18-2013-14

WHEREAS the County of Charleston has experienced the effects of natural and man-made hazard events; and

WHEREAS the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

WHEREAS the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents / business organizations / professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

WHEREAS the Town of Hollywood originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the Town of Hollywood to remain eligible for certain Federal programs in which Charleston County participates, and

NOW THEREFORE be it resolved that:

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of Hollywood, and
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Town of Hollywood. **Effective this 10<sup>th</sup> Day of September, 2013**

\_\_\_\_\_  
Mayor Jacquelyn S. Heyward

\_\_\_\_\_  
Councilmember John Dummer, III

\_\_\_\_\_  
Councilmember Althea Salters

\_\_\_\_\_  
Councilmember Kenneth L. Smalls Sr.

\_\_\_\_\_  
Mayor Pro Tem Herbert Townsend

\_\_\_\_\_  
Councilmember Ezell G. Middleton

\_\_\_\_\_  
Councilmember Annette Sausser

Attest:

\_\_\_\_\_  
Niema Gantt-Brown, Town Clerk-Treasurer



RESOLUTION # 2014-27

A RESOLUTION FOR THE ADOPTION OF THE CHARLESTON REGIONAL HAZARD MITIGATION PLAN

WHEREAS, the Town of James Island has experienced the effects of natural and man-made hazard events; and

WHEREAS, the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended Charleston Regional Hazard Mitigation Plan; and

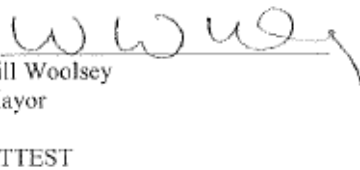
WHEREAS, the recommended Charleston Regional Hazard Mitigation Plan has been widely circulated for review by residents/business organizations/professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

WHEREAS, the Town of James Island is required to adopt the amended version of this Plan on a five-year cycle for the County to remain eligible for certain Federal programs in which Charleston County participates;


NOW THEREFORE, BE IT RESOLVED THAT:

1. The Charleston Regional Hazard Mitigation Plan is hereby adopted as an official Plan of the Town of James Island
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the Plan to the Town of James Island.

Adopted this 16<sup>th</sup> day of October, 2014

  
Bill Woolsey  
Mayor

ATTEST

  
Frances Simmons  
Town Clerk

**A RESOLUTION FOR THE ADOPTION OF THE REVISED  
CHARLESTON REGIONAL HAZARD MITIGATION PLAN BY  
TOWN COUNCIL FOR THE TOWN OF McCLELLANVILLE, S.C.  
Resolution No. 2013-5**

**WHEREAS** the County of Charleston has experienced the effects of natural and man-made hazard events; and

**WHEREAS** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

**WHEREAS** the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents / business organizations / professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

**WHEREAS** the Town of McClellanville originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the Town of McClellanville to remain eligible for certain Federal programs in which Charleston County participates, and

**NOW THEREFORE** be it resolved that

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of McClellanville, and
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Town Council for the Town of McClellanville, S.C.

Effective this 7<sup>th</sup> Day of Oct, 2013

**A RESOLUTION FOR THE ADOPTION OF THE REVISED  
CHARLESTON REGIONAL HAZARD MITIGATION PLAN BY  
TOWN OF MEGGETT, MEGGETT TOWN COUNCIL**

**Resolution No. 2013-04**

**WHEREAS** the County of Charleston has experienced the effects of natural and man-made hazard events; and

**WHEREAS** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

**WHEREAS** the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents / business organizations / professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

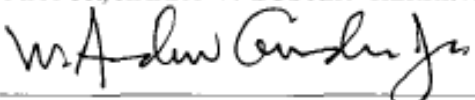
**WHEREAS** the Town of Meggett originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the town to remain eligible for certain Federal programs in which Charleston County participates, and

**NOW THEREFORE** be it resolved that

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of Meggett, and
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the TOWN OF MEGGETT, MEGGETT TOWN COUNCIL.

Effective this 28<sup>th</sup> Day of October 2013

  
\_\_\_\_\_  
MAYOR, HARRY V. "BUSTER" HERRINGTON III

  
\_\_\_\_\_  
W. ANDREW GOWDER JR., TOWN ATTORNEY

**A RESOLUTION FOR THE ADOPTION OF THE REVISED  
CHARLESTON REGIONAL HAZARD MITIGATION PLAN BY  
THE RAVENEL TOWN COUNCIL**

**Resolution No. 2013-003**

**WHEREAS** the County of Charleston has experienced the effects of natural and man-made hazard events; and

**WHEREAS** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

**WHEREAS** the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents / business organizations / professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

**WHEREAS** the Town of Ravenel originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the Town of Ravenel to remain eligible for certain Federal programs in which Charleston County participates, and

**NOW THEREFORE** be it resolved that

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of Ravenel, and
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Ravenel Town Council.

Effective this 29th Day of October, 2013

**A RESOLUTION FOR THE ADOPTION OF THE REVISED  
CHARLESTON REGIONAL HAZARD MITIGATION PLAN BY**

Town of Rockville Mayor and Council

**Resolution No. 111813**

**WHEREAS** the County of Charleston has experienced the effects of natural and man-made hazard events; and

**WHEREAS** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

**WHEREAS** the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents / business organizations / professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

**WHEREAS** the Town of Rockville originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the Town of Rockville, Charleston County, South Carolina to remain eligible for certain Federal programs in which Charleston County participates, and

**NOW THEREFORE** be it resolved that

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of Rockville, and
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Town of Rockville and its Mayor and Council

Effective this 18 Day of November, 2013



Mayor, Town of Rockville

**TOWN OF SEABROOK ISLAND**

**RESOLUTION 2013-03, A RESOLUTION FOR THE ADOPTION OF  
THE REVISED CHARLESTON REGIONAL HAZARD  
MITIGATION PLAN**

**ADOPTED October 22, 2013**

**WHEREAS**, the Town of Seabrook Island has experienced the effects of natural and man-made hazard events; and

**WHEREAS**, The Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

**WHEREAS**, the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents/business organizations/professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

**WHEREAS**, the Town of Seabrook Island originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004 and is required to adopt the amended version of this plan on a five-year cycle for the Town to remain eligible for certain Federal programs in which the Town of Seabrook Island participates; and

**NOW, THEREFORE**, be it resolved that

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of Seabrook Island.
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Town Council for the Town of Seabrook Island.

Done this 22nd day of October, 2013.

TOWN OF SEABROOK ISLAND



\_\_\_\_\_  
Mayor



Resolution  
Number 2013-09

*City of Charleston*  
*South Carolina*

**A RESOLUTION FOR THE ADOPTION OF THE REVISED  
CHARLESTON REGIONAL HAZARD MITIGATION PLAN BY**

**The City of Charleston, South Carolina**

**Resolution No.**

- WHEREAS** the County of Charleston has experienced the effects of natural and man-made events; and
- WHEREAS** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and
- WHEREAS** the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents/business organizations/professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional, and local government agencies and has been supported by those reviewers; and
- WHEREAS** the City of Charleston originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the City of Charleston to remain eligible for certain Federal programs in which Charleston County participates, and

**NOW THEREFORE** be it resolved that

1. The Charleston Regional Hazard Mitigation Plan is hereby adopted as an official plan of the City of Charleston, and

2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the Mayor and City Councilmembers of the City of Charleston.

Effective this the 23<sup>rd</sup> Day of Oct. 2013



JOSEPH P. RILEY, JR.  
MAYOR

ATTEST



VANESSA TURNER MAYBANK  
CLERK OF COUNCIL





# CITY OF FOLLY BEACH

Introduced by: Mayor Goodwin  
Date: October 8, 2013

## RESOLUTION NO. R45-13

### A RESOLUTION BY THE FOLLY BEACH CITY COUNCIL ADOPTING THE REVISED CHARLESTON REGIONAL HAZARD MITIGATION PLAN.

- WHEREAS,** the City of Folly Beach has experienced the effects of natural and manmade hazard events; and
- WHEREAS,** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Mitigation Plan*; and
- WHEREAS,** the *Charleston Regional Mitigation Plan* has been widely circulated for review by residents/business organizations/professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and
- WHEREAS,** the City of Folly Beach originally adopted the *Charleston Regional Mitigation Plan* in 1999 and readopted it in 2004, 2008, and is required to adopt the amended version of this plan on a five year cycle for the City of Folly Beach to remain eligible for certain Federal programs in which City participates;

**NOW THEREFORE BE IT RESOLVED** by the Folly Beach City Council, duly assembled, that

**SECTION 1.** Administration hereby approves and adopts the revised *Charleston Regional Mitigation Plan* as the official plan of the City of Folly Beach.

**SECTION 2.** *The Charleston Regional Hazard Mitigation Project Committee* is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Folly Beach City Council.

RATIFIED this 8<sup>th</sup> day of October, 2013 at Folly Beach, South Carolina, in City Council duly assigned.

  
Tim Goodwin, Mayor

\_\_\_\_\_  
Mary E. Cunningham, CMC  
Municipal Clerk

**A RESOLUTION FOR THE ADOPTION OF THE REVISED *CHARLESTON  
REGIONAL HAZARD MITIGATION PLAN* BY  
TOWN OF KIAWAH ISLAND**

**Resolution No. 2013-4**

**WHEREAS** the County of Charleston has experienced the effects of natural and man-made hazard events; and

**WHEREAS** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

**WHEREAS** the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents / business organizations / professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

**WHEREAS** the Town has annually adopted resolutions to approve its Action Plan outlining projects to be undertaken to proactively address hazard mitigation since; and

**WHEREAS** the Council for the Town of Kiawah Island originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the Town of Kiawah Island to remain eligible for certain Federal programs in which Charleston County participates, and

**NOW THEREFORE** be it resolved that

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of Kiawah Island, and
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Council for the Town of Kiawah Island.

**Effective this 3<sup>rd</sup> Day of December, 2013**

  
The Honorable Charles R. Lipuma, Mayor

**ATTEST:**  
  
Petra Reynolds, Town Clerk

RESOLUTION NO.           R.13092          

STATE OF SOUTH CAROLINA	)	
	)	
COUNTY OF CHARLESTON	)	A RESOLUTION ADOPTING THE
	)	REVISED <i>CHARLESTON REGIONAL</i>
TOWN OF MOUNT PLEASANT	)	<i>HAZARD MITIGATION PLAN</i>

WHEREAS the Town of Mount Pleasant has experienced the effects of natural and man-made hazard events; and

WHEREAS the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan (2013)*; and

WHEREAS the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents/business organizations/professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

WHEREAS the County of Charleston and Town of Mount Pleasant originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the Town to remain eligible for certain Federal programs in which the Town of Mount Pleasant participates, and

NOW THEREFORE be it resolved by the Mayor and Councilmembers of the Municipality of Mount Pleasant, in Council assembled, that the *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of Mount Pleasant, and

BE IT FURTHER RESOLVED that the Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Mount Pleasant Council.

THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ITS ADOPTION.

SIGNED, SEALED AND DELIVERED THIS 11 DAY OF September, 2013.


  
\_\_\_\_\_  
William D. Swails, Mayor  
Town of Mount Pleasant

ATTEST:

  
\_\_\_\_\_  
Christine Barrett  
Clerk of Council

September 11, 2013

APPROVED AS TO FORM:

  
\_\_\_\_\_  
David G. Pagliarini  
Corporation Counsel

**A RESOLUTION  
AUTHORIZING THE MAYOR OR HIS DESIGNEE TO ADOPT THE REVISED  
CHARLESTON REGIONAL HAZARD MITIGATION PLAN**

WHEREAS, the County of Charleston has experienced the effects of natural and man-made hazard events; and

WHEREAS, the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended Charleston Regional Hazard Mitigation Plan; and

WHEREAS, the recommended Charleston Regional Hazard Mitigation Plan has been widely circulated for review by residents, business organizations, and professional organizations of the unincorporated and incorporated areas of Charleston County and the state, federal, regional, and local government agencies and has been supported by those reviewers; and

WHEREAS, the City of North Charleston originally adopted the Charleston Regional Hazard Mitigation Plan in 1999 and readopted it in 2004 and 2008; and the City is required to adopt the amended version of this plan on a five-year cycle for the City to remain eligible for certain federal programs in which Charleston County participates.

NOW, THEREFORE BE IT RESOLVED that the Charleston Regional Hazard Mitigation Plan is hereby adopted as an official plan of the City of North Charleston.

AND BE IT FURTHER RESOLVED that the Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing and maintaining – in accordance with the Community Rating System – Flood Mitigation Assistance and Disaster Mitigation Act requirements and periodically reporting on the progress towards and revisions to the plan to the City of North Charleston, with a copy of such agreement attached hereto and incorporated by reference as if set forth fully herein.

THE WITHIN RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ITS RATIFICATION BY CITY COUNCIL.

Resolved in City Council this 24<sup>th</sup> day of October, in the Year of Our Lord, 2013 and in the 238<sup>th</sup> year of Independence of the United States of America.

  
R. KEITH SUMMEY, MAYOR

APPROVED AS TO FORM:

  
LEGAL COUNSEL

ATTEST:

  
ELLEN CLARK, MUNICIPAL CLERK



**A RESOLUTION FOR THE ADOPTION OF THE REVISED  
CHARLESTON REGIONAL HAZARD MITIGATION PLAN BY  
*The Town Council of the Town of Sullivan's Island***

**WHEREAS** the County of Charleston has experienced the effects of natural and man-made hazard events; and

**WHEREAS** the Charleston Regional Hazard Mitigation Project Committee has prepared a recommended *Charleston Regional Hazard Mitigation Plan*; and

**WHEREAS** the recommended *Charleston Regional Hazard Mitigation Plan* has been widely circulated for review by residents/business organizations/professional organizations of the unincorporated and incorporated areas of Charleston County, state, federal, regional and local government agencies and has been supported by those reviewers; and

**WHEREAS** the Town of Sullivan's Island originally adopted the *Charleston Regional Hazard Mitigation Plan* in 1999 and readopted it in 2004, again in 2008, and is required to adopt the amended version of this plan on a five-year cycle for the Town of Sullivan's Island to remain eligible for certain Federal programs in which Charleston County participates, and

**NOW THEREFORE** be it resolved that

1. The *Charleston Regional Hazard Mitigation Plan* is hereby adopted as an official plan of the Town of Sullivan's Island, and
2. The Charleston Regional Hazard Mitigation Project Committee is recognized as a continuing entity charged with reviewing, maintaining in accordance with Community Rating System, Flood Mitigation Assistance, and Disaster Mitigation Act requirements, and periodically reporting on the progress towards and revisions to the plan to the Town Council of The Town of Sullivan's Island.

Effective this 19<sup>th</sup> day of November, 2013.

  
\_\_\_\_\_  
Michael Perkis, Mayor

Attest:  
  
\_\_\_\_\_  
Ellen Miller, Town Clerk

**Attachment 1: FRP Instructions for Distribution**

**Activity 330 – Flood Response Preparations (FRP)  
Instructions for Distribution**

Current as of December 2015

Approximately half of the brochures are locally produced and hundreds to thousands of the flyers are already printed and ready for distribution. The other half are FEMA produced brochures and handouts. Additional copies of these brochures and flyers could be ordered or PDF versions of all flyers are saved and can be printed local or in-house.

The department has thousands of 'Project Impact' plastic bags with the Charleston County Building Services contact information. These bags have been and will be stuffed with the brochures and delivered by Building Inspectors and other members of Initial Damage Assessment teams to affected homes, which would occur within the first 48 hours or so following a flooding event/natural disaster. The content of these bags could be altered depending upon the disaster. For example, additional earthquake information could be included or unique driving instructions for certain areas could be provided by Emergency Management.

All bags have the Building Departments contact information as well as the locally produced brochures. FEMA produced brochures feature the appropriate contact information and instructions for filing claims, documenting damages, and the outline of a basic recovery operation.

Much of the preparation documents and flyers are distributed throughout the year at various outreach events, while the Flood Response packets feature more recovery and safety information following a flood.

## Attachment 2: Media Information Post Flood

# Media Information Post Flood:

In the event of a major flooding event, please instruct the general public on the following:

### **Authority**

Charleston County Emergency Management or the appropriate municipality's Emergency Management Department is the lead on emergency situations. The department will be in touch with the appropriate officials. Please follow instructions from the Emergency Operations Center and/or the Public Information Officer.

The Emergency Operations Center will publish the numbers of organizations to contact for assistance. The Red Cross and other groups will have information on supply distribution and additional assistance. Please instruct people not to attempt to return home until the Emergency Operations Center and local law enforcement have indicated it is safe to.

### **Driving with Flooded Roads**

“TURN AROUND, DON'T DROWN” – Instruct public to avoid driving on streets where water is on roadway. The water is often deeper than it appears and flood water may have washed out the roadway surface. Six inches of water will reach the bottom of most passenger cars causing loss of control and possible stalling. A foot of water will float many vehicles. Two feet of rushing water can carry away most vehicles including sport utility vehicles (SUV's) and pick-ups. Do not attempt to drive through a flooded road. The depth of water is not always obvious. The road bed may be washed out under the water, and you could be stranded or trapped. Do not drive around a barricade. Barricades are there for your protection. Turn around and go the other way. Do not try to take short cuts. They may be blocked. Stick to designated evacuation routes. Be especially cautious driving at night when it is harder to recognize flood dangers.

### **Disaster Distress Hotline**

SCRIPT: This is an important message from the U.S. Department of Health and Human Services. A disaster or tragedy often brings out strong emotions, such as anxiety, worry and anger, and people may want help in dealing with their feelings. The Disaster Distress Helpline (1-800-985-5990) provides confidential counseling, referrals, and other support, 24 hours a day, seven days a week. The number again: 1-800-985-5990.

### **Flood Recovery Tips**

- Return home only when officials have declared the area safe.
- If safe to do so, take photos and document damage to home for your records.
- Before entering your home, look outside for loose power lines, damaged gas lines, foundation cracks or other damage. Never switch on the main if the building has been under water, wait for professional assistance.



- Parts of your home may be collapsed or damaged. Approach entrances carefully. See if porch roofs and overhangs have all their supports.
- Watch out for wild animals, especially poisonous snakes that may have come into your home with the floodwater.
- If you smell natural or propane gas or hear a hissing noise, leave immediately and call the fire department.
- If power lines are down outside your home, do not step in puddles or standing water.
- Keep children and pets away from hazardous sites and floodwater.
- Materials such as cleaning products, paint, batteries, contaminated fuel and damaged fuel containers are hazardous – use flashlights instead of lanterns and torches. Check with local authorities for assistance with disposal to avoid risk.
- During cleanup, wear protective clothing, including rubber gloves and rubber boots.
- Make sure your food and water are safe. Discard items that have come in contact with floodwater, including canned goods, water bottles, plastic utensils and baby bottle nipples. When in doubt, throw it out!
- Contact your local or state public health department to see if your water supply might be contaminated. You may need to boil or treat it before use. Do not use water that could be contaminated to wash dishes, brush teeth, prepare food, wash hands, make ice or make baby formula!

## **Flood Insurance Information**

- Flooding damage is often not covered by basic homeowners or renters insurance. Flood insurance is a critical component of your security and recovery – flood insurance is available anywhere in Charleston County, though there is a 30 day waiting period in most cases. Don't be caught unprepared again – purchase flood insurance through the National Flood Insurance Program – it is highly likely you can purchase flood insurance through the same agent you purchase your auto or home insurance from.
- Contact your local agent for information concerning claims and required documentation.

## **Build Responsibly – Stay Safe...Get a building permit for repairs**

- Without a building permit, there is no guarantee that the work being performed is safe, up to code, or done correctly. You also have no guarantee that the person performing the work is properly licensed, insured, or knowledgeable.
- If there is ever a problem with the repair/job, you as the homeowner have recourse against a properly licensed and insured contractor. If you don't get a building permit, you risk paying thousands of dollars for improper or incomplete work.
- Particularly after a disaster, there are dishonest people who try and take advantage of the situation. Even after a disaster or widespread event, proper and honest contractors will be licensed by Charleston County. Do not believe any claim by someone asking for your business who is not going to get a permit or who is not licensed.
- Some homeowners are finding when they try to sell or refinance their home, prospective buyers or lending institutions want proof that alterations are in compliance with local codes. Without a permit and inspection on record, there is no proof. The homeowner must then apply for a permit with no guarantee that the remodel will meet the codes, and

they face the possibility that the remodel must be redone or removed. This is costly and frustrating and could cause delays in refinancing or a lost sale of their home.

- Make sure you know your flooding risk before any rebuilding – if a building has been substantially damaged, the building requirements may change. Regardless of the extent of damage, there are likely building techniques or alternatives that will make any repair more flood resistant.

## **Important Messages concerning Flooding, Flood Hazards, and Flooding Information**

### **Know Your Flood Hazard**

Determine if your property is in the Special Flood Hazard Area (SFHA) Zone “A” “AE” or “VE”. Contact your local government for a flood zone determination.

Check for historical flooding records in your area with your local government or media outlets.

Check for existing elevation certificates with your local government or insurance agent

If you need an elevation certificate contact a local land surveyor.

Check the depth of the Base Flood Elevation (BFE) above or below building’s first floor or above existing grade on a vacant parcel.

Get a FIRMette of your location ([www.msc.fema.gov](http://www.msc.fema.gov)) or look at a flood map at your local government offices to determine proximity to a flood hazard area.

Check to see if your property is in an area subject to wave action (“V” Zone) or coastal erosion.

Contact your local government for assistance.

Know the proximity of property to evacuation routes.

Determine if property is protected by man-made structures such as levees or dams.

Check for localized drainage issues that could result in flooding in your neighborhood.

### **Insure Property**

Flood insurance is available through the National Flood Insurance Program; contact your insurance agent for details.

All developed properties within the designated flood hazard area should have flood insurance for buildings and contents. Federally backed mortgages must have flood insurance.

Most homeowner’s insurance policies do not cover flood damage so you will likely need a separate policy.

Renters contents are not covered by the building owner’s insurance and renters should purchase contents only flood insurance.

Property owners should inquire about any discounts that may apply in purchasing flood insurance.

If your flood insurance premium increases significantly, make sure your agent is using the correct information to rate your policy.

Know when building(s) were constructed, as ‘grandfathering’ may apply in reducing flood insurance costs.

Do not procrastinate; a 30-day waiting is typically required for flood insurance to take effect.

Ask questions from insurance agents concerning specific policy information.

Research building permit records for history of property improvements.

### **Protect People from the Hazard**

Be aware of roadways susceptible to flooding during heavy rainfall events, do not drive through flooded areas, flowing or standing water.

Pay attention to media (TV, radio, internet) for emergency warnings and instructions.

Select an out-of-town contact for family members' in the event local telephone service is disrupted.

Designate a location/place where family or people you are responsible for can rendezvous once an evacuation order is issued.

Get an evacuation route map for each vehicle and evacuate early if a flood threat is pending.

Avoid contact with downed power lines.  
Check government web sites (fema.gov, charlestoncounty.org) for flood safety information.  
Stay away from areas subject to flooding during heavy rainfall events – do not wade through standing water.  
Avoid contact of flood waters as this water may contain toxic materials or venomous animals or insects.  
Get a weather radio to obtain flood-related weather reports at all times.

### **Protect Your Property from the Hazard**

Shut off gas service to a building if a flood is imminent.  
Disconnect electricity at the main disconnect if a flood is imminent.  
Replace utility machinery above the required flood elevation.  
Elevate the lowest habitable floor area above the required flood elevation.  
Landscape in a hazard resistant manner.  
Make plans for evacuating pets in the event of a flood, as most shelters do not accept pets.  
Install backflow prevention on plumbing systems susceptible to flooding.  
Sandbag areas subject to flooding.  
Provide hurricane protection against wind borne debris for windows and doors.  
Move valuables to the highest level of a building or evacuate with these when a flood is imminent.  
Use flood resistant materials in areas below the expected flood elevation to minimize damages.

### **Build Smart**

Hire design professionals who are familiar with local hazards in preparing construction plans.  
Consult with your local building department concerning permit requirements.  
Place buildings in areas with lower flood potential.  
Obtain permits before you build – permits are required even if the property owner does the work himself/herself.  
Only hire licensed contractors.  
Ensure that building inspections are properly arranged and completed.  
If you are renovating a building, determine if you are performing a substantial improvement ( $\geq 50\%$ ).  
Check the local flood ordinance for construction requirements.  
Minimize the use of structural fill in constructing buildings.  
Obtain a firm written quote from the contractor detailing exact work to be performed; the exact cost and schedule of start and completion of project.

### **Protect Natural Floodplain Functions**

Protect wildlife habitat areas.  
Protect dunes as these moderate flooding and erosion.  
Preserve wetlands – they clean the water, protect us from flooding and provide wildlife habitat.  
Do not dump anything into the storm drainage system as these discharge into our coastal waters.  
Every property should plant only native plants, particularly along water bodies.  
Obtain permission from the SC DHEC before doing any work near a wetland or dune area.  
Minimize clearing near wetlands and/or water bodies.  
Establish buffers and set buildings back from wetlands and/or water bodies.  
Maintain on-site wastewater treatment systems, such as pumping out of septic tanks, every 3 to 5 years.  
Don't dump boat sewage into waterways. Use pump-out stations to protect water quality and wildlife habitats.

### **Hurricane Preparedness/Safety**

Know your evacuation route; obtain published maps.  
Attach plywood or install commercially manufactured hurricane shutters over windows and patio doors.  
Evacuate early and follow established evacuation routes when there is a potential hurricane threat.  
Move valuables and furniture to higher areas of the dwelling.  
Avoid low lying areas. Seek shelter in the highest areas.

Avoid driving if dangerous flooding conditions are imminent.  
Stay alert to weather advisories and local media broadcast updates.  
Monitor the track of all hurricanes.  
Download a copy of the Charleston County Hurricane Guide at [www.charlestoncounty.org](http://www.charlestoncounty.org)  
Make sure you have an emergency kit on-hand and that it is properly supplied.  
Do not leave anything outside that is not property anchored. Store items in a garage or shed on an elevated area if possible.

**General Hazard Preparedness**

Inventory and photograph your home and business contents and put important papers and insurance policies in a safe place.

Have an emergency kit on hand. Check government web sites (fema.gov, American Red Cross, charlestoncounty.org) for items to include.

Listen to emergency broadcasts from local media outlets as to when it is safe to return or contact local government authorities prior to returning to property after the storm has passed.

RESOLUTION #2019-06



A RESOLUTION HONORING ISLAND SHERIFF'S PATROL (ISP) OFFICER OF THE YEAR  
2018  
*Deputy Jesse Leszczynski*

*WHEREAS, Deputy Leszczynski has been nominated by his peers for the James Island Sheriffs' Patrol Officer of the Year; and*

*WHEREAS, Deputy Leszczynski started working for the Town in May, and his statistics ranked above and beyond;*


*WHEREAS, Deputy Leszczynski worked 443 hours, stopped 444 vehicles, wrote 93 tickets, 352 written warnings, 124 field interviews, 49 calls and made 24 arrests, adding to this distinguished honor;*

*NOW, THEREFORE, BE IT RESOLVED, that the Town of James Island recognize the outstanding service, commitment, and dedication of Deputy Jesse Leszczynski as the Island Sheriffs' Patrol Officer of the Year, 2018.*

*Enacted this 21<sup>st</sup> day of March, 2019*

  
\_\_\_\_\_  
*Bill Woolsey*  
*Mayor*

ATTEST

  
\_\_\_\_\_  
*Frances Simmons*  
*Town Clerk*

RESOLUTION #2019-07

RESOLUTION BETWEEN CHARLESTON COUNTY AND TOWN OF JAMES ISLAND  
FOR USE OF 1428 CAMP ROAD LIBRARY BUILDING

WHEREAS, the County owns a certain real property located at 1248 Camp Road, Charleston, South Carolina, with a building containing approximately 6,306 gross square feet total (the "Building"), on 0.49 Acres (the "Land"), and further identified by the County as tax map parcel number 425-12-00-232 (the "Property"); and

WHEREAS, the Property is currently used by the County as a public library; and

WHEREAS, the Building shall be vacated within 30 days of the opening of the new James Island Library on Grimball Road, Charleston, South Carolina; and

WHEREAS, the Parties agree to enter into an Agreement for the Landlord to Lease to the Tenant the Property commonly known as Camp Road Library located at 1248 Camp Road, Charleston, South Carolina upon the following terms and conditions;

NOW, THEREFORE, in consideration of the mutual covenants set forth in the Intergovernmental Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties, intending to be legally bound and hereby incorporating the above referenced recitals as part of the terms of the Intergovernmental Agreement. Attachments: Intergovernmental Agreement, Exhibit "A", and "B".

This Resolution shall become effective upon adoption by Town Council.

Done this 21<sup>st</sup> day of March, 2019

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Bill Woolsey  
Mayor

ATTEST

---

Frances Simmons  
Town Clerk

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF CHARLESTON )

**INTERGOVERNMENTAL AGREEMENT  
BETWEEN CHARLESTON COUNTY AND  
THE TOWN OF JAMES ISLAND**

**THIS INTERGOVERNMENTAL AGREEMENT** (“Agreement”) entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2019, between **COUNTY OF CHARLESTON, SOUTH CAROLINA**, a public body corporate and politic and political subdivision of the State of South Carolina (the “County” or “Landlord”), and **the TOWN OF JAMES ISLAND**, South Carolina, a public body corporate and politic and political subdivision of the State of South Carolina (hereinafter the “Town” or “Tenant”) (“Party” as to each; collectively the “Parties”).

**WITNESSETH:**

**WHEREAS**, the County owns certain real property located at 1248 Camp Road, Charleston, South Carolina, with a building containing approximately 6,306 gross square feet total (the “Building”), on 0.49 Acres (the “Land”), and further identified by the County as tax map parcel number 425-12-00-232 (the “Property”); and

**WHEREAS**, the Property is currently used by the County as a public library; and

**WHEREAS**, the Building shall be vacated within 30 days of the opening of the new James Island Library on Grimball Road, Charleston, South Carolina; and

**WHEREAS**, the Parties agree to enter into this Agreement for the Landlord to Lease to the Tenant the Property commonly known as Camp Road Library located at 1248 Camp Road, Charleston, South Carolina upon the following terms and conditions;

**NOW, THEREFORE**, in consideration of the mutual covenants set forth in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which are acknowledged, the Parties, intending to be legally bound and hereby incorporating the above-referenced recitals as part of the terms of this Agreement, agree as follows:

**SECTION I: Lease Agreement**

**A. LEASED PREMISES**

The County leases to the Town, and the Town leases from the County for the term and upon the covenants and agreements set forth below, certain premises located at 1248 Camp Road, Charleston, South Carolina, County of Charleston, as more fully described as follows:

Approximately 6,306 square feet of the Building located at 1248 Camp Road, Charleston, South Carolina, TMS 425-12-00-232 (“Leased Premises”). See the attached drawing for a description of the Building and Leased Premises (“**Exhibit A**”) attached hereto and made part of this Agreement.

## **B. TERM OF LEASE**

The term of this Agreement shall be for a One (1) year period and shall become effective and commence 30 days after the opening of the new James Island Library on Grimball Road and shall end One (1) year thereafter.

Tenant shall have Two (2) options to renew the term each for an additional One (1) year period. The Tenant shall provide the Landlord notice in writing of the intent to exercise the option to extend or to end the lease within Ninety (90) days of the current lease end date.

See Exhibit B for Commencement Agreement to be executed after the new library on Grimball Road has opened and prior to the tenant taking possession of the premises.

## **C. RENT**

The Town shall pay the County One (\$1.00) Dollar.

## **SECTION II: Accepted Condition**

### **A. BUILDING AND LAND CONDITION**

The Town agrees to accept the building and land in "AS IS" condition. The County makes no representation as to the current condition of the Building, building equipment, parking conditions, and/or Land.

## **SECTION III: Covenants and Conditions of Lease**

This Agreement is made on the following covenants and conditions, which are expressly agreed to by the Landlord and the Tenant:

### **A. AUTHORIZED USE:**

The Tenant shall use the Leased Premises for the operation of an educational facility such as but not limited to; library services funded by the tenant, museum services, artistic and/or cultural space, visitor information service, or meeting room space for community related needs and related administrative duties. The Tenant agrees that prior to occupying the Leased premises the intended use shall be submitted to the Landlord in writing for approval prior to operating in the space. The Tenant agrees not to abandon or vacate the Leased Premises, not to use them for any reason other than normal Landlord approved educational facility activities and administrative purposes, and not to permit them to be used for any offensive, noisy or dangerous trade or business, or in violation of any law, ordinance, or regulation of any governmental body or authority applicable to the Leased Premises. Tenant shall not do or perform any act or omission that will increase the rate of insurance on the Leased Premises. Tenant will at no time obstruct access to or circulation on the property so as to interfere with use thereof by other tenants or authorized users.



## **B. TENANT ALTERATIONS:**

Tenant shall not make, or suffer to be made, any alterations of the Leased Premises, or any part thereof, without the Landlord's prior written permission and consent. Any such alterations or improvements, and including but not limited to, permanent partitions, wall to wall carpeting, lighting, or attached shelving, shall, at the option of the Landlord, become the property of the Landlord (with no obligation of Landlord to pay for same) and may not be removed unless requested by Landlord. Tenant may install at its expense and without the Landlord's permission trade fixtures, drapery, movable office partitions, furniture, equipment, and other personal property, and Tenant may remove the same at any time provided Tenant is not in default of this Agreement. Tenant expressly agrees that any damages caused by the Tenant to the Leased Premises, to include the hallways, doors, locks, windows, and ground will be paid for by Tenant within 15 days of written notice of such damage and the cost thereof to the Tenant. Tenant shall at all times keep the Leased Premises free and clear of any lien or encumbrance of any kind created by Tenant's acts under this paragraph or otherwise or by its omission.

## **C. TENANT'S MAINTENANCE, REPAIR AND EXPENSES:**

The Tenant shall be responsible for all operating expenses including, but not limited to water and sewer, electricity, pest control, janitorial, heating and air conditioning, fire life safety systems, equipment or other equipment, which is dedicated to the exclusive use of the Property and any other services or cost incurred for use of the Leased Premises. Tenant shall have all utilities and other operational expenses placed in the Tenant's name and will pay them directly without Landlord involvement.

Tenant agrees not to suffer or commit any waste and to keep and to do whatever is necessary to maintain the interior of the premises in good condition and repair, natural deterioration by ordinary use and reasonable wear, fire, the elements, acts of God expected. Tenant shall replace all broken glass in the demised premises except when such may be covered by Landlord's normal fire and extended coverage insurance policy, and shall repair any and all damage, willful or otherwise to the premises, caused by it, its agents, invitees or clients.

## **D. LANDLORD'S MAINTENANCE, REPAIR AND EXPENSES:**

Landlord agrees to make all repairs that become necessary by reason of fire, acts of war, insurrection or riot, earthquake, other elements including damage by termites, fungus growth or dry rot. Landlord shall be under no obligation to inspect the premises and Tenant shall be responsible for notifying Landlord in writing of any needed repairs, after which Landlord will have a reasonable time to make such repairs. Landlord shall not be held liable for any damages to Tenant for failure to make such repairs unless due to Landlord's negligence. Landlord shall not be liable for any loss of income or business caused by such repairs. Landlord will not be responsible for performing any replacements and/or capital improvements to the Building exterior, roof, windows, mechanical systems, fire life/safety systems and/or any equipment nor finishes needed to operate the Premises.

#### **E. ENTRY BY LANDLORD AND USE OF PROPERTY:**

The Landlord shall have the right to enter the Leased Premises for the purpose of inspection, posting notices, or supervising any necessary repairs and maintenance, with twenty-four (24) hours advance notice to the Tenant, unless an emergency exists, in which case the notice provision shall be waived.

#### **F. ASSIGNMENT AND SUBLETTING:**

Neither this Agreement nor any interest herein may be assigned by Tenant voluntarily or involuntarily, by operation of law, and neither all nor any part of the Leased Premises shall be sublet by Tenant without the prior written consent of the Landlord.

#### **G. WAIVER OF COVENANTS:**

It is agreed that the waiving of any of the covenants of this Agreement by either Party shall be limited to the particular instance and shall not be deemed to waive any other breaches of such covenant or any provision herein contained. No forbearance by either Party shall be limited to the particular instance and shall not be deemed to waive any other breaches of such covenant or any provision herein contained. No forbearance by either Party to seek a remedy for any breach of this Agreement shall be deemed a waiver by such Party of its rights or remedies with respect to such breach.

#### **H. DEFAULT BY TENANT:**

This Agreement is made upon the condition that the Tenant shall punctually and faithfully perform all of the covenants and agreements by it to be performed as herein set forth, and if any of the following events of default shall occur, to wit: (A) any payment, installment of rent, additional rent, late fees, or any other sums required to be paid by Tenant hereunder, or any part thereof, shall at any time be in arrears and unpaid for ten (10) days after demand therefore; or (b) there be any default on the part of the Tenant in the observance or performance of any of the other covenants, agreements, or conditions of this Agreement on the part of the Tenant to be kept and performed, and default shall continue for a period of thirty (30) days after written notice thereof from Landlord to Tenant (unless such default cannot be reasonably cured within thirty (30) days and Tenant continues to diligently pursue the curing of same); or (c) Tenant shall vacate or abandon the Leased Premises, then and in any case, Landlord at its option may terminate this Agreement and re-enter upon the Leased Premises and take possession of the Leased Premises.

#### **I. INJURIES AND PROPERTY DAMAGE:**

All persons and all property of every kind which may be in the Leased Premises during the term or any future extension shall be there at the sole risk of the Tenant, and the Tenant shall hold the Landlord harmless as set forth below, to include, without limitation, for injuries, loss, cost or death.

The Landlord and Tenant will each hold harmless the other party against any and all claims, demands, suits, actions, damages, and causes of action related to or arising out of or in any way connected with the use of the Property, including without limitation, expenses, judgments, fines, settlements, and other amounts actually and reasonably incurred in connection with any liability,

suit, action, loss, or damage arising or resulting from the Parties' performance of the terms and conditions of this Agreement.

**J. HOLDING OVER:**

In case of Tenant holdover after the end of the term herein provided, such tenancy shall be on a month to month basis only and not a renewal hereof; subject, however, to every other term, covenant, and condition of this Agreement, provided that such holding over may be terminated at the discretion of the Landlord at any time without advance notice.

**K. CONDEMNATION:**

In the event any part of the Premises shall be taken or condemned at any time during the term hereof through the exercise of a power of eminent domain, with or without litigation, and Tenant shall determine that the remaining portion of the Premises are not reasonably suitable for its use and occupation, Tenant may, by giving written notice to Landlord within sixty (60) days after such taking or condemnation, terminate this Agreement as of a date (to be set forth in notice) not earlier than thirty (30) days after such notice. If Tenant does not terminate this Agreement as provided above, the Agreement will remain in full force and effect. In the event of the taking or condemnation of all or any portion of the Leased Premises, Landlord and Tenant shall pursue the claims against the condemning or taking authority for the value of the property taken or condemned, Landlord shall receive from the condemnation award the value of its improvements, if any, so taken. Tenant shall not be entitled to receive any portion of the condemnation award.

**L. INSURANCE:**

The Tenant agrees to maintain comprehensive general liability insurance on the Leased Premises, in an amount no less than one million (\$1,000,000) dollars combined single limit, and Tenant shall name the County as an additional insured. Tenant shall furnish to the Landlord with the Certificate of Insurance noting the Endorsements upon execution of the Agreement.

Tenant shall be responsible for maintaining its own insurance upon its own personal property, inventory, equipment, leasehold improvement and trade fixtures owned. Landlord shall not be required or obligated to maintain any insurance against loss to Tenant's personal property by fire, theft or other casualty.

**M. QUIET ENJOYMENT:**

Landlord agrees that Tenant, keeping and performing the covenants, terms, or conditions of this Agreement, shall at all times during the term of this Agreement peaceably and quietly have, hold and enjoy the Leased Premises. Landlord does not warrant that the Leased Premises are completely sound insulated, and Tenant understands that some reasonable amount of noise may develop outside the Leased Premises during the term of this Agreement.

**N. NOTICES:**

Any notice, demand or other instrument or written communication required or permitted to be given, served, made, or delivered hereunder should be sent by certified mail to:

**Landlord:**

Charleston County  
Timothy Przybylowski, Director  
Department of Facilities Management  
Lonnie Hamilton, III Public Service  
4045 Bridge View Drive, Suite B 217  
North Charleston, SC 29405  
843-202-6914

**Tenant:**

Town of James Island  
Ashley R. Kellahan  
Town Administrator  
PO Box 12240  
James Island, SC 29422  
(843) 795-4141

**O. SIGNS:**

No signs of any type shall be installed any place on the exterior premises of the building without prior written approval and consent of Landlord.

**P. SURRENDER OF PREMISES:**

Tenant agrees to turn over all keys and to surrender the Leased Premises at the expiration, or sooner termination, of this Agreement, or any extensions thereof, in the same condition as when delivered to Tenant or as altered, pursuant to the provisions of this Agreement, ordinary wear and tear excepted. Tenant shall remove all of its property and broom clean the Leased Premises. Tenant agrees to pay reasonable cleaning charge should it be necessary for Landlord to restore or cause to be restored the Leased Premises or the Property to the same condition as when delivered to Tenant.

**Q. RIGHTS OF SUCCESSORS AND ASSIGNS:**

The covenants and agreements contained in the within Lease shall apply to, inure to the benefit of, and be binding upon the Parties hereto, their heirs, distributees, executors, administrators, legal representatives assigns, and upon their respective successors in interest, except as expressly otherwise hereinabove provided.

**R. TERMINATION:**

It is further understood and agreed that this Agreement may be canceled for any reason by the Landlord or Tenant by giving sixty (60) days written notice to the non-terminating Party.

**S. PERSONAL PROPERTY:**

All personal property, merchandise, fixtures and equipment placed or moved in the Leased Premises shall be at the sole risk of the Tenant or the owners thereof, and Landlord shall not be liable to Tenant or owner for any damage, loss, or theft of personal property, merchandise, fixtures, or equipment, from any cause whatsoever.

**T. PARKING:**

The Landlord makes no representation for any parking on the Leased Premises nor for parking permissions at the privately owned shopping center adjacent to the Leased Premises.

**U. INGRESS AND EGRESS:**

Tenant and its employees, customers, guests and invitees shall have full and unrestricted rights of access, ingress and egress with respect to the Leased Premises together with all the facilities, rights and privileges herein granted, and have full power and authority to enter into this Agreement in respect thereof and covenants that upon performance of the agreements on the part of Tenant to be performed hereunder, Tenant shall enjoy the Leased Premises and facilities, rights and privileges.

**V. GOVERNING LAW:**

The laws of South Carolina shall govern this Agreement. In any litigation arising under this Agreement, the Parties agree to a waiver of the right to a trial before a jury, and all such litigation shall be litigated only in a non-jury hearing in the Circuit Court within the Ninth Judicial Circuit in Charleston, South Carolina.

**W. SEVERANCE:**

Should any part of this Contract be determined by a Court of competent jurisdiction to be invalid, illegal, or against public policy, said offending Section shall be void and of no effect and shall not render any other Section herein, nor this Contract as a whole, invalid. Any terms which, by their nature, should survive the suspension, termination or expiration hereof shall be deemed to so survive.

**X. NON-DISTURBANCE/INTERRUPTION:** Landlord shall give Tenant thirty (30) days written notice of any repairs to be performed by Landlord and/or on Landlord's behalf on or around the Leased Premises, including anything disruptive to Tenant's daily operations.

**Y. ENTIRE AGREEMENT:**

This Agreement, when fully executed, shall supersede any and all prior and existing agreements between the Parties, either oral or in writing, and contains all of the covenants and agreements between the Parties with respect to the subject matter of this Agreement. Any amendments or modifications of this Agreement must be made in writing.

**IN WITNESS WHEREOF**, the Parties hereto have caused these presents to be executed the day and year first above written.

**WITNESSES:**

\_\_\_\_\_  
\_\_\_\_\_

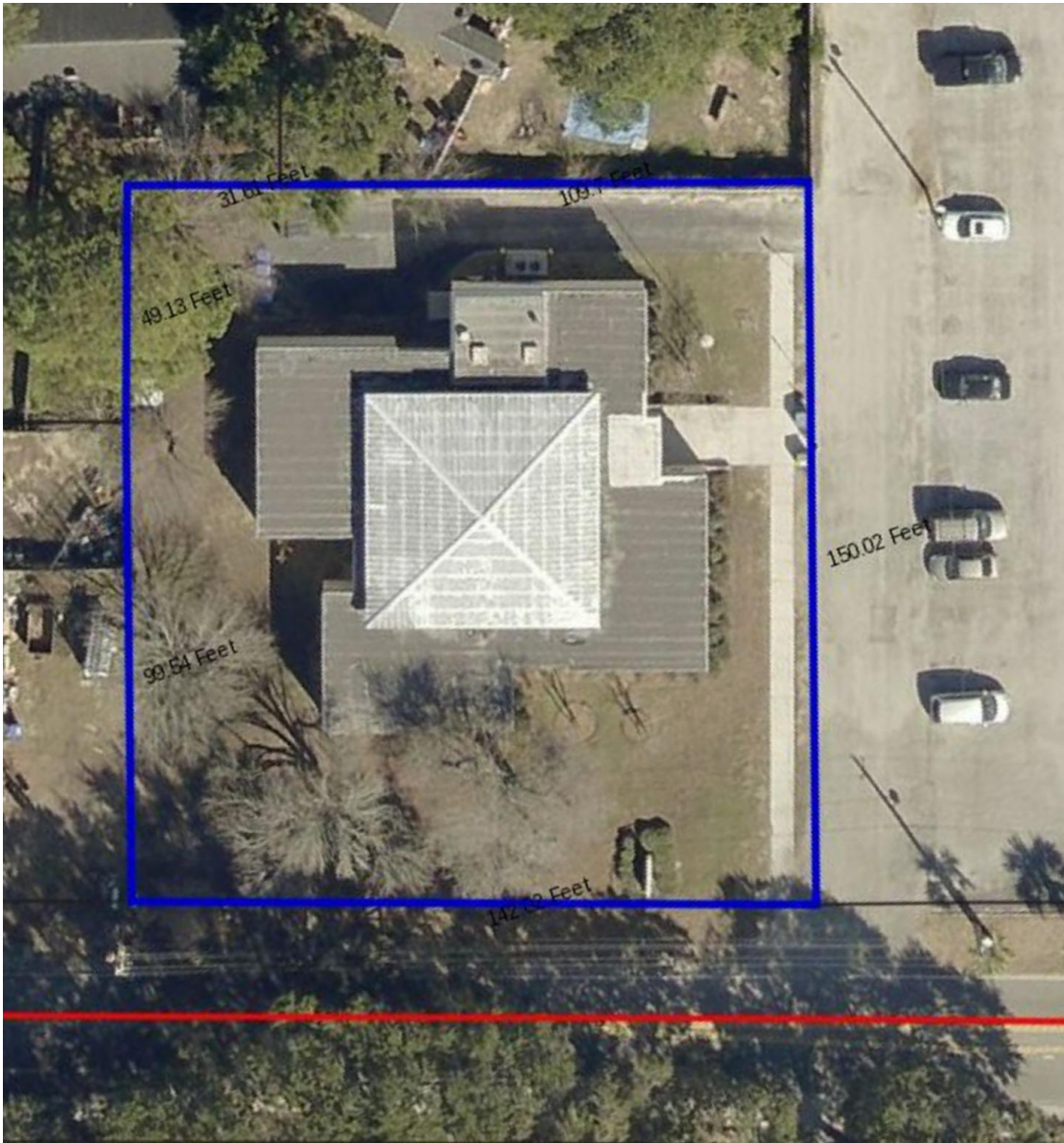
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**LANDLORD:**  
**County of Charleston**

**By:** \_\_\_\_\_  
**J. Elliott Summey**  
**Its: Chairman of County Council**  
**Date:** \_\_\_\_\_

**TENANT:**  
**Town of James Island**

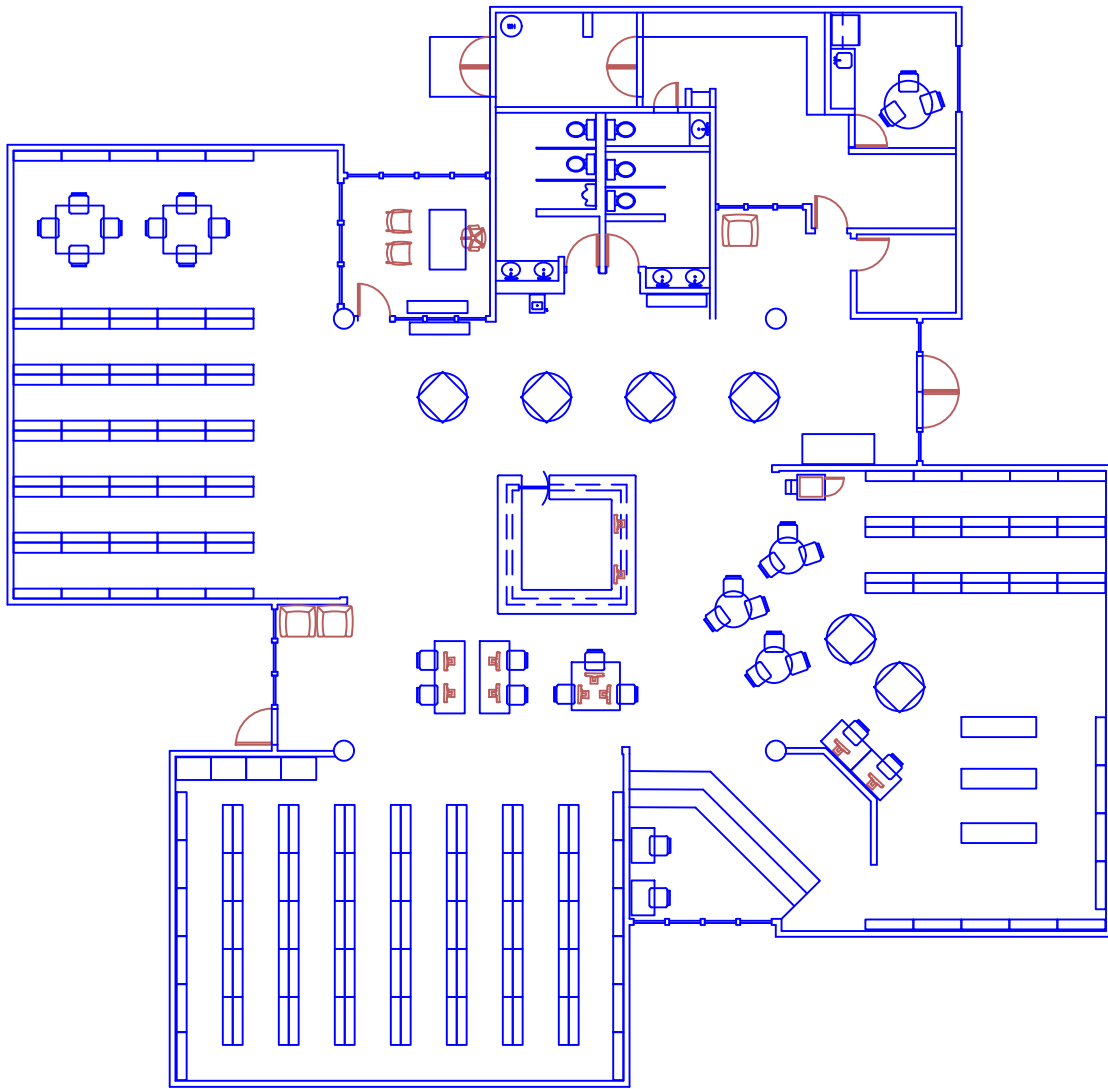
**BY:** \_\_\_\_\_  
**Bill Woolsey**  
**ITS: Mayor**  
**Date:** \_\_\_\_\_



## EXHIBIT "A"

1248 Camp Road  
6306 sq. ft.

TMS # 425-12-00-232



## EXHIBIT "A"

1248 Camp Road  
6306 sq. ft.

TMS # 425-12-00-232



**EXHIBIT B**

**COMMENCEMENT AGREEMENT**

Attached to and made part of the Intergovernmental Agreement dated \_\_\_\_\_, 2019, between Charleston County, as Landlord and Town of James Island as Tenant.

As of this \_\_\_\_\_ day of 20\_\_\_\_, Landlord and Tenant do hereby declare that:

1. The execution date of this of this Lease is \_\_\_\_\_.
2. The Commencement Date of this Lease is \_\_\_\_\_.
3. The Expiration Date is \_\_\_\_\_.
4. The Agreement is in full force and effect as of the date hereof. Landlord has fulfilled all of its obligations under the Lease required to be fulfilled by Landlord on or prior to such date. Tenant is accepting the premises in "AS IS" Condition. Any capitalized terms used herein but not defined shall have the same meaning as set forth in the Lease.

WITNESS/ATTEST:

By: \_\_\_\_\_

LANDLORD:

CHARLESTON COUNTY

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

WITNESS/ATTEST:

By: \_\_\_\_\_

TENANT:

TOWN OF JAMES ISLAND

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_