



## AGENDA

Town of James Island, Regular Town Council Meeting  
October 17, 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. 2019-2020 Community Assistance Grant Requestors
3. Public Comment
4. Consent Agenda
  - a. Minutes: September 19, 2019 Regular Town Council Meeting
5. Information Reports
  - a. Finance Report
  - b. Administrator's Report
  - c. Public Works Report
  - d. Island Sheriffs' Patrol Report
6. Requests for Approval
  - 2019-2020 Community Assistance Grant Requests
  - Redevelopment of 896 Folly Rd. and Purchase of Easement from Corkey's
  - Pet Waste Stations – Pilot Program Recommended by Drainage Committee
  - Stiles Drive Traffic Calming Plan
  - Eastwood Traffic Calming Plan
  - Santee Street Drainage Improvements
  - Town to Negotiate with Charleston County re: Full-time Deputy

- **Recommended Stormwater Policy Updates**

7. Committee Reports

- Land Use Committee
- Environment and Beautification Committee
- Children's Commission
- Public Safety Committee
- History Commission
- Rethink Folly Road Committee Report
- Drainage Committee

8. Proclamations and Resolutions

- **Resolution #2019-20: Adoption of Repetitive Loss Area Analysis Report by Charleston County Council**
- **Resolution #2019-21: Request for SCDOT to Install Speed Limit Signs in Residential Neighborhoods**

9. Ordinances up for Second/Final Reading: None

10. Ordinances up for First Reading:

**Ordinance #2019-09: An Ordinance Amending Ordinance #2018-16 Pertaining to Environmentally Accepted Packaging and Products**

11. New Business

12. Executive Session: The Town Council will enter into an Executive Session in accordance with 30-4-70(a) Code of Laws of South Carolina for personnel matters regarding Town Administrator's Contract Renewal. Council may take action on matters discussed in executive session.

13. Return to Regular Session

14. Adjournment

The Town of James Island held its regularly scheduled meeting at 7:00 p.m. in Council Chambers, 1122 Dills Bluff Rd., James Island, SC on Thursday, September 19, 2019. The following members of Council were present: Leonard Blank, Mayor Pro-Tem, Garrett Milliken, Joshua P. Stokes, Darren “Troy” Mullinax, and Mayor Bill Woolsey, presided. Also, Ashley Kellahan, Town Administrator, Bonum S. Wilson, Town Attorney, Merrell Roe, Finance Director, Mark Johnson, Public Works Director, James Hackett, Code Enforcement Officer/Liaison & Safety for Emergency Management, Sgt. Shawn James, Island Sheriff’s Patrol, and Frances Simmons, Town Clerk.

Opening Exercises: Mayor Woolsey called the meeting to order, led Council in prayer and followed with 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.

Public Comments:

Julius Pettigrew, 1596 Fort Johnson Road, spoke to Council about the name of his road, which, when he purchased the land, he named it “Julius Pettigrew” Rd. It is now called Witter Street and he does not know how and when that change came about. He told Council that he has the paperwork, maps, and had the property surveyed under the name of Julius Pettigrew Rd. A road sign for Julius Pettigrew Rd. was also placed on the property. During dialogue with the Mayor, it was gathered that Mr. Pettigrew would like for the Town to change the name back to Julius Pettigrew Rd. Mayor Woolsey asked Mr. Pettigrew to schedule an appointment with Mrs. Crane, the Planning Director, to determine the procedure and if it could be done.

Consent Agenda:

- a. Minutes of August 15, 2019 Regular Town Council Meeting: Motion to approve by Councilman Stokes, seconded by Councilman Mullinax. Passed unanimously.

Information Reports:

- a. Finance Report: Merrell Roe, Finance Director, gave an overview of the Finance Report commenting on miscellaneous income from the sale of the generator, employee payroll, Rethink Folly Rd. expenditure, display sponsorship for Christmas lights, drainage projects, and Public Works signage.
- b. Administrator’s Report: Ashley Kellahan, Town Administrator, reviewed the written report provided. She met with Data Maxx and is looking to work with them for collection compliance of the Town’s business licenses. The Town has moved forward with the migration process with VC3. Mrs. Kellahan reviewed changes needed to the streetscape lighting at Camp/Dills project, and finalized plans for additional lighting for safety concerns in the Grade Triangle community. Mrs. Kellahan answered Councilman Stokes question regarding the timeframe for the street scape lighting project, that infrastructure work is scheduled to begin in six weeks, and Councilman Milliken was informed that lighting should have no effects on the marsh.

Annual Report: Mrs. Kellahan presented the Town’s 2018-19 Annual Report that documents the activities of staff for the previous year and sets goals and objectives for the upcoming year as well as the Town’s financial objectives. Mrs. Kellahan asked Council to offer comments, if any, before the report is posted on the website.

Emergency Plan Update: Mr. Hackett presented the update to the Town’s Comprehensive Emergency Plan. He noted that the Plan was first developed in 2015 and is updated annually. Exercises are done annually to test the aspects of the plan. He shared that Charleston County made changes in the OPCON levels from five OPCON levels to three. Mr. Hackett said the Town’s MEOC team was streamlined and tasks were reassigned to better enhance the Town’s communication efforts. The MEOC consists of an away team (Town Administrator, Town Clerk, and Code Enforcement) to Greenwood, SC for communication efforts and an operations team

(Mayor, Public Works, Finance, and Facilities) that stays at Town Hall and carries out activities such as sandbag distribution and damage assessment. Mr. Hackett complimented John Porcelli for doing a good job with traffic control during the sandbag distribution and everyone that worked during the Hurricane Dorian event. A hot-wash meeting was held to discuss how improvements could be made to the Plan. Over 21,000 sandbags were distributed.

Mayor Woolsey recognized Helping Hands Chair, Stan Kozikowski, for his volunteer efforts with traffic control during the sandbag distribution. Stan was presented the “Golden Whistle” award.

- c. Public Works Report: Mark Johnson, Public Works Director, gave an overview that included information that the Santee St. drainage project is currently in the permitting stage with SC DOT. Highland drainage improvements engineering work is currently underway. Traffic Calming meetings were held for residents of Eastwood, Clearview and Stiles Dr. to discuss concepts for traffic calming in those neighborhoods. Dills Bluff Sidewalk, Phase II (Boardwalk) is still under construction.
- d. Island Sheriff’s Patrol Report: Sgt. James reviewed the Island Sheriff’s Patrol report and the monthly crime statistics, including the ongoing investigation of the recent crime on Jeffrey Rd. He shared with Council that there have been no complaints regarding parking on Grand Concourse. Sgt. James informed Council that with the amount of debris on James Island from Hurricane Dorian, James Island would be number one on the County’s debris removal.

Requests for Approval:

Oceanview- Stone Post Drainage Easement Engineering Work, Phase II: Mrs. Kellahan made a request for Phase II for the Oceanview-Stone Post drainage easement project. The total cost of the project is \$89,900; however, for this fiscal year, we will move forward on the first two phases, data collection \$20,100 and drainage study, \$14,900. Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax and passed unanimously.

Davis & Floyd Proposal letter for Brantley Park: Mrs. Kellahan presented an update from Davis & Floyd for engineering cost for the design of Brantley Park, \$34,830. The proposal includes inspection and evaluation of the existing dock; civic engineering and landscape architectural design, representation at the City’s Technical Review Committee, (TRC) and Design Review Board (DRB); full permitting of the proposed design through the City’s DHEC, OCRM and SCDOT and engineering services during construction. Motion in favor was made by Councilman Stokes, seconded by Councilman Milliken. Councilman Stokes asked if the City is responsible for any of these costs; and Mayor Woolsey said no, that the Town would be responsible for i.e., beautification. The City contributed to the purchase of the property by using their share of Greenbelt funds. Motion passed unanimously.

Remove and Replace fallen trees/stumps along Dills Bluff Rd: Councilman Milliken reported that a lot of trees were destroyed during Hurricane Dorian and those trees needs to be replaced and the stumps left behind needs to be grinded. He said this effort would help to beautify the area especially along Camp and Dills Bluff Rds. Councilman Blank mentioned that a lot of those trees are in the right-of-way and Councilman Stokes asked if the request is for staff to obtain an estimate and report back to Council. The request was put forth in a motion by Councilman Milliken for the staff to investigate hiring a company to take care of the fallen grand trees and grind and remove the stumps. Councilman Mullinax seconded, and passed unanimously.

### Committee Reports

Land Use Committee: Councilman Blank reported that he attended a meeting with Planning Director, Kristen Crane, and County Arborist, Sally Brooks, about two very large and dangerous Water Oak trees within the DOT right-of-way near Camp and Dills Bluff Rd. He said one of the trees hangs over the road and he fears it could come down and cause serious damage or injury. Councilman Blank recommended the Town send a letter to the SC DOT and stress the urgency in taking the trees down and replaced them by planting others. Councilman Milliken agreed and stated that this needs to be addressed in our Tree Ordinance because it does present a danger. Councilman Milliken said to Councilman Blank that if the Land Use Committee takes this matter up, he would like to attend that meeting. Councilman Blank made the recommendation that staff investigate and follow-up.

Environment and Beautification Committee: Councilman Milliken reported on the September 7 Adopt-a-Highway litter pickup. 12 volunteers collected 23 bags of litter from the roadways. Councilman Milliken stressed the need for additional volunteers. The next Adopt-a-Highway litter pickup is Saturday, November 2. Councilmembers are always invited to join the pickup efforts.

Children's Commission: Councilman Stokes announced that plans are moving forward for the Lights On National Event to be held in conjunction with the Kaleidoscope After School Program. The event is scheduled on Thursday, October 24 and will include a Halloween theme. Kids are encouraged to wear costumes.

Public Safety Committee: Councilman Mullinax announced that the Neighborhood Council meeting would be held on Thursday, September 26 at 7 p.m. Councilman Mullinax thanked everyone involved in the hurricane event including Mayor, Council, volunteers, and staff. Everyone did a great job and went beyond the call of duty showing leadership and expertise.

History Commission: Mayor Woolsey announced that the History Booklet should be arriving soon for the History Commission to review.

Rethink Folly Road: Mayor Woolsey announced the next meeting on Wednesday, September 25 at 3:30 p.m. The Toole Design Group will give an update on the status of Rethink Folly Road.

Drainage Committee: Councilman Stokes announced the next meeting on October 9 at 3 p.m. following the Stormwater Manager's meeting.

### Proclamations and Resolutions

Resolution #2019-16: Intent to Participate in MASC SCMIRF Property and Liability Insurance: Mrs. Kellahan said she has been wanting to change in the Town's tort liability insurance for some time. She presented a Resolution of Intent to participate in the MASC SCMIRF insurance. SCMIRF provides for property and casualty coverage including tort liability. This coverage would replace the Insurance Reserve Fund. Mrs. Kellahan said the rate is comparable and a plus is that municipalities that lease space in its facility can offer it to the community at a much reasonable rate. Motion in favor was made by Councilman Stokes, seconded by Councilman Milliken and passed unanimously.

Resolution #2019-17: October, Breast Cancer Awareness Month: Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax and passed unanimously.

Resolution #2019-18: MASC Hometown Economic Grant: Brantley Park: Mrs. Kellahan presented a Resolution to apply for a local match through the MASC Hometown Economic Development Grant Program for improvements to the newly acquired Brantley Park. Motion in favor was made by Councilman Stokes, seconded by Councilman Milliken and passed unanimously.

Resolution #2019-19: Request for Grant Writer for Town Services: Councilman Mullinax stated that having a Grant Writer for the Town is something that has interest him for a while. He said this was also suggested by a Neighborhood Council member and that the Mayor thought it was a good idea. Councilman Mullinax talked about resources grants could provide for funding various projects, such as improvements to the former library, sidewalks, and other projects so that taxes would not have to be increased. Councilman Mullinax made a request to hire a Grant Writer on a part-time basis. He said there are also state funds that the Town could take apply for. Motion in favor was made by Councilman Mullinax, seconded by Councilman Milliken. Councilman Blank commented that we should exercise caution with this because at one time the Town had a Grant Writer and grants were never written. Mayor Woolsey said that grants were written, but the Town did not receive any. Both Councilman Mullinax and Milliken stated that it is a good idea with oversight of the position, and the additional funding could be beneficial to the Town. Mayor Woolsey said the Town Administrator writes grants and it is not realistic for her to do them all. Councilman Stokes suggested that staff look into the feasibility and Mayor Woolsey recommended that more specific funding is provided to Council. Motion passed unanimously.

Ordinances up for Second/Final Reading:

Ordinance #2019-07: An Ordinance to Amend Chapter 150 of the Town Building Regulations to include Fire Prevention and Protection: Mayor Woolsey stated that Charleston County Council postponed approval to January for some additional changes. He said in keeping our Ordinances consistent with the County he motioned to postpone Ordinance #2019-07 to January, 2020. Councilman Stokes seconded and the motion passed unanimously.

Ordinance #2019-08: An Ordinance Replacing Chapter 151 of the Town Regulations Concerning Flood Damage Prevention and Protection: Motion in favor was made by Councilman Stokes, seconded by Councilman Mullinax. Mrs. Kellahan reported that some changes were made by the County since their first reading. The changes are outlined in “red” (provided to Council) and is mandated by the NFIP and DNR and the national codes. Mrs. Kellahan stated that change to historic preservation refers to historic structures.

Mayor Woolsey moved to amend the motion to approve the flood ordinance with only the mandatory NFIP/DNR required changes, the International Code Council required changes, and the two recommended changes from the Building Services Department staff from Article II, Section 9-10, page 7, regarding historic preservation classification, and from Article V, Section 9-42, page 22, regarding stem wall limit; Councilman Stokes seconded.

Councilman Blank stated for the record that he is opposed to the section that states air conditioning ducts must be above flood level. He said that is ridiculous; that duct work is not a structural part of the house and he disagrees with this portion. He asked that the record reflect his opposition to that part. Mayor Woolsey called for the vote on the main motion and it passed unanimously. He then called for the vote on the amended motion and it passed unanimously.

New Business:

Advertising Election: Councilman Milliken asked what the Town plans to do to promote the November 5 election. He said it would be good to see an improved voter turnout from the past election where the turnout was 16%. Councilman Blank agreed and in light of the new voting machines that will be used for the election. Mayor Woolsey said the Town would promote the election through social media and Mrs. Kellahan said that she and the Town Clerk attended a seminar at the Board of Elections and Voter Registration and would post information received from them about the new voting machines on social media.

Executive Session: Not needed

Adjournment: There being no further business to come before the body, the meeting adjourned at 7:58 p.m.

Respectfully Submitted:

Frances Simmons  
Town Clerk

DRAFT

# Town of James Island

Complete 25%

## Monthly Budget Report

Fiscal Year 2019-2020

1st Quarter

July August September TOTAL BUDGET

### GENERAL FUND REVENUE

	July	August	September	TOTAL	BUDGET
Accommodations Tax				-	15,000
Brokers & Insurance Tax		1,673	54	1,727	620,000
Building Permit Fees		791	2,835	3,626	15,000
Business Licenses	1,919	3,291	26,589	31,799	365,000
Contributions/Donations-Park					
Grant Reimbursement					5,187
Franchise Fees	149,860			149,860	341,000
Interest Income				-	
Alcohol Licenses -LOP					15,550
Local Assessment Fees				-	3,000
Local Option Sales Tax (rev)			39,916	39,916	400,000
Miscellaneous		11,540	400	11,940	500
Planning & Zoning Fees	1,326	953	504	2,783	12,500
State Aid to Subdivisions				-	260,200
Telecommunications				-	30,000
	153,105	18,248	70,299	241,653	2,082,937
					12%



## ADMINISTRATION

Salaries	20,248	29,644	19,954	69,846	273,130
Fringe Benefits	7,617	11,259	7,578	26,454	103,500
Copier	319	495	325	1,139	5,000
Supplies	338	232	740	1,309	10,000
Postage	296		3,678	3,974	6,000
Information Services	22,688	5,017	566	28,272	65,000
MASC Membership				-	5,500
Insurance		32,262	1,388	33,650	35,000
Legal Services		4,308	7,551	11,858	50,000
Town Codification				-	2,500
Advertising		51	103	154	5,000
Audit				-	16,000
Elections				-	
Mileage Reimbursement			28	28	800
Bonding			350	350	2,150
Employee Training / Screening	90			90	850
Dues and Subscriptions				-	1,500
Training & Travel				-	3,000
Employee Appreciation	53	1,172	55	1,280	500
Mobile Devices	73	182	74	329	2,300
Bank Charges	201	126	135	462	2,000
		<b>84,748</b>	<b>42,523</b>	<b>179,195</b>	<b>589,730</b>
					<b>30%</b>

## ELECTED OFFICIALS

Salaries	3,769	5,465	3,769	13,004	50,000
Fringe Benefits	2,409	3,557	2,409	8,375	34,000
Mayor Expense	444	14		458	2,000
Council Expense				-	4,000
Mobile Devices		178		178	2,100
		<b>9,214</b>	<b>6,179</b>	<b>22,015</b>	<b>92,100</b>
					<b>24%</b>

## GENERAL OPERATIONS

Salaries	25,778	36,199	25,538	87,515	351,765
Fringe Benefits	8,996	13,120	8,975	31,091	128,360
		<b>49,319</b>	<b>34,513</b>	<b>118,606</b>	<b>480,125</b>
					25%

## PLANNING

Supplies	26	174	37	237	600
Advertising		170		170	1,500
Mileage Reimbursement				-	200
Dues and Subscriptions	267			267	1,040
Training & Travel				-	1,800
Mobile Devices	55	28	37	120	660
Uniform / PPE				-	500
Planning Commission	250			250	4,000
Board of Zoning Appeals		150		150	4,000
		<b>522</b>	<b>74</b>	<b>1,194</b>	<b>14,300</b>
					8%

## BUILDING INSPECTION

Mileage Reimbursement				-	500
Community Outreach				-	500
Mobile Devices	55	55	55	165	660
Supplies				-	500
Equipment / Software				-	500
Uniform / PPE				-	250
Dues & Subscriptions				-	800
Travel & Training		50	90	140	1,800
		<b>105</b>	<b>145</b>	<b>305</b>	<b>5,510</b>
					6%

## PUBLIC WORKS

Mileage Reimbursement				-	300
Training & Travel				-	1,925
Public Outreach					500
Projects	330	5,824	39,340	45,494	135,800
Mobile Devices	91	83	93	267	1,200
Uniform / PPE		97		97	700
Supplies	930	931	48	1,909	5,500
Emergency Management		4,223	7,363	11,586	15,000
Dues and Subscriptions					425
Groundskeeping	3,555	7,304	541	11,400	50,000
		<b>18,463</b>	<b>47,384</b>	<b>70,753</b>	<b>211,350</b>
					33%

## CODES & SAFETY

Mileage Reimbursement				-	100
Equipment				-	900
Radio Contract				-	1,400
Training				-	1,000
Supplies	21	76		97	250
Uniform / PPE				-	250
Other Security	53	3,875	3,345	7,274	4,320
Sheriff's Office Contract	25,168	14,975	15,815	55,958	265,460
Deputy Fringes	7,012	4,187	4,403	15,602	73,950
Unsafe Buildings Demolition				-	20,000
Overgrown Lot Clearing				-	4,000
Animal Control					500
Crime Watch Materials				-	250
Membership/Dues					250
	<b>32,254</b>	<b>23,113</b>	<b>23,564</b>	<b>78,931</b>	<b>372,630</b>
					21%

## PARKS & RECREATION

JIRC Contribution				-	4,750
Pinckney Park				-	2,500
Special Events				-	10,000
Dock Street Park					1,500
Youth Sports Program				-	14,725
	-	-		-	33,475
					0%

## FACILITIES & EQUIPMENT

Utilities	1,862	4,168	1,736	7,766	28,200
Security Monitoring		152		152	1,200
Janitorial	617	566	617	1,800	7,000
Equipment / Furniture	1,451	809	52	2,312	7,500
Facilities Maintenance	471	75	952	1,498	6,500
Vehicle Maintenance Expense	304	(746)	327	(116)	6,000
Generator Maintenance				-	3,500
Street Lights	10,346	10,348	10,348	31,042	154,000
	15,050	15,372	14,032	44,454	213,900
					21%

## COMMUNITY SERVICES

Repair Care Program				-	35,000
Teen Cert Program					500
Drainage Committee					500
History Commission				-	4,880
Neighborhood Council		568	39	606	1,500
Children's Commission				-	4,000
Community Service Contributions				-	30,000
				606	76,380
					1%

## CAPITAL PROJECTS

<u>INFRASTRUCTURE</u>					
Quail Drive Sidewalk	61,200			61,200	61,200
Dills Bluff Sidewalk Phase II			28,340	28,340	26,500
Dills Bluff Sidewalk, Phase III & IV				-	66,500
Lighthouse Point Blvd Sidewalk and Drainage Phase I				-	55,000
Regatta Road Sidewalk				-	17,000
Town Hall - Second Floor				-	45,000
Town Hall Sidewalks to Hillman and to Camp				-	211,500
Capital Improvement Projects	3,985		3,985	7,970	100,000
Traffic Calming Projects			3,830		30,000
				-	
<u>PARK IMPROVEMENTS</u>					
Pinckney Park	2,576	150	(4,858)	(2,132)	347,775
Greenbelt Park Project	2,250	26,025	(2,250)	26,025	63,750
<u>DRAINAGE PROJECTS</u>					
Greenhill/Honey Hill Drainage Phase i		8,000	8,000	16,000	49,657
Lighthouse Pt. Sdwalk & Drainage Phase 1					55,000
Oceanview Stonepost Drainage Basin					20,000
Hazard Mitigation Project					150,000
Drainage Improvement Projects					50,000
Santee St. Drainage Improvements		6,400		6,400	75,600
	<b>70,011</b>	<b>40,575</b>	<b>37,047</b>	<b>147,632</b>	<b>1,424,482</b>
					0.1

## LOCAL OPTION SALES TAX ROLLBACK FUND

LOST Rollback			99,785	99,785	1,025,000
LOST Rollback - Interest Income	220	218		438	3,000
				100,223	1,028,000

### JIPSD FIRE & SOLID WASTE SERVICES

JIPSD Tax Relief	250,000	250,000	1,000,000
Admin Expense	10,000	10,000	10,000
Auditor Expense			10,000
		-	1,020,000

## HOSPITALITY TAX

<u>GENERAL</u>					
Hospitality Tax Revenue			52,322	52,322	510,000
The Town Market	866	338	194	1,398	10,000
Guide to Historic James Island				-	15,000
Rethink Folly Phase I-III, Staff Cost-Sharing		6,229		6,229	20,000
Santee Street Public Parking Lot	13,200			13,200	27,000
Events		2,000	25	2,025	5,000
<u>PROJECTS</u>					
Camp/Folly Bus Shelter					41,843
Wayfinding Signage				-	12,000
Rethink Folly Road-Phase I-III				-	
Lighting Camp/Dills Bluff					54,683
Folly Road Beautification					25,000
Pinckney Park Pavilion	859	51		910	110,925
Greenbelt Park Project	750	8,675	(750)	8,675	21,250
1248 Camp Road Building	103	40	13	156	50,000
Decorative Banners					8,400
Other Tourism-Related Projects				-	108,900

## TREE MITIGATION FUND

Tree Mitigation revenue				1,392	500
Tree Mitigation expense				-	500
	-	-	-	1,392	

## JAMES ISLAND PRIDE

James Island Pride revenue/donations				391	3,100
James Island Pride expense	-	58	175	(233)	
Helping Hands Donations				423	400
Helping Hands Expense		150	260	410	
					-

# ADMINISTRATOR'S REPORT

Sep-19

## ADMIN NOTES

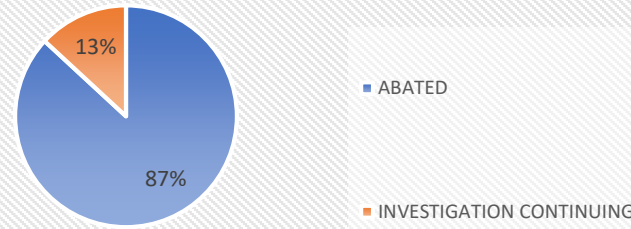
- 1) May mtgs at Town Hall - 26 total- 13 were Town Mtgs
- 2) We did receive the federal declaration for Hurricane Dorian and currently working thru the public assistance reimbursement process (mostly for sandbag expenses)
- 3) For the most part, our 18/19 Audit is wrapped up and Wilson & Quirk will be presenting audit t in Nov
- 4) Kick-off mtg with Liollo for the Old Library space and they are working on the space planning to present to stakeholders - also working with landlord on possible upfits to the parking and drainage.
- 5) Davis & Floyd is moving forward on Brantley Park plans and permitting of dock with OCRM
- 6) Town was awarded 93k in CTC funding, half cost for Dills Bluff to Camp Rd sidewalk
- 7) Town was allocated \$50k towards Pinckney Park pavilion from SCPRT - thank you to Rep. Peter McCoy

<b>Business Licenses</b>	<b>31</b>
*16 of those processed at Town hall	
<b>Code Enforcement Cases</b>	
<b>TOTAL CASES</b>	<b>518</b>
<b>ABATED</b>	<b>450</b>
<b>INVESTIGATION CONTINUING</b>	<b>68</b>
RANK VEGETATION / SOLID WASTE	131
INOPERABLE VEHICLE	93
TREE CASES	38
NUISANCE PROPERTY	47

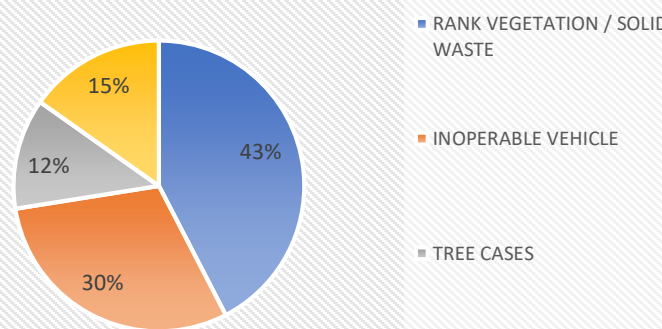
#11 new cases for Sept

Building Permits & Inspections	Permits	Inspections
	81	141
Building	17	64
Electrical	18	27
Plumbing	8	17
Mechanical	9	14
Gas	7	19
Pool		
Roofing	5	
Fire System		
Sign		
Trades	17	
Previous Month	76	155

Code Enforcement - Case Status



Code Enforcement - Case Type



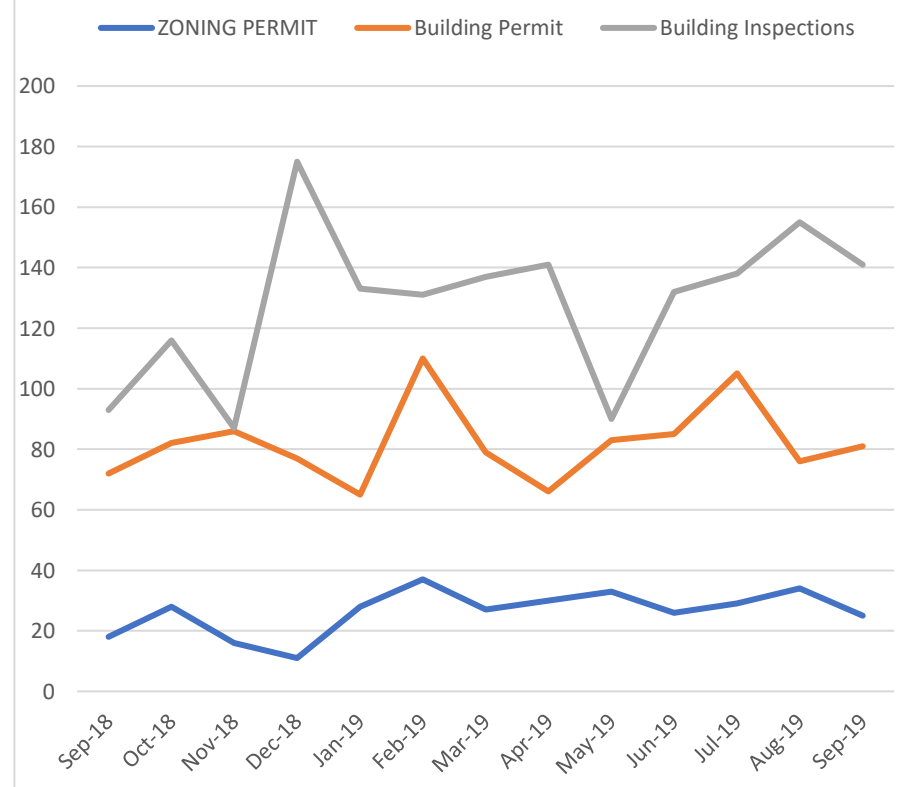
PERMIT TYPE	Sep-19
ACCESSORY STRUCTURE	
CLEARING & GRUBBING	
DEMOLITION PERMIT	1
EXEMPT PLATS	
FIREWORK STAND	
HOME OCCUPATION	2
LSPR	
NON-EXEMPT PLAT	
PD AMENDMENT (REZONING)	
RESIDENTIAL ZONING	8
REZONING	
SPR	
SIGN PERMIT	
SITE PLAN REVIEW	
SPECIAL EVENT	
SPECIAL EXCEPTION	
TEMPORARY ZONING	
TREE REMOVAL	13
TREE TRIMMING	
VARIANCE	
ZONING PERMIT	1
<b>TOTAL</b>	<b>25</b>

\* 8 tree permit: hurricane related - permit fee waived

## PUBLIC WORKS NOTES

- 1) Due to Hurricane Dorian, there were no new requests for service in September. Town Staff responded to reports related to the Hurricane and subsequent debris removal.
- 2) Construction is underway for Quail Drive sidewalk. Contractor has been installing drainage culvert and inlets.
- 3) Seaside- Honey Hill Drainage easement acquisition update: of 32 needed easements, we have received 7 and have another 21 pending.
- 4) Santee St. Drainage Project permitting was completed and we are awaiting cost estimate from one of our on-call stormwater contractors.
- 5) Public meetings with residents of Eastwood, Clearview and Stiles Drive and Schooner
- 6) Oceanview-Stonepost drainage easement work is underway with Thomas and Hutton
- 7) Repairs to Sweetgrass Creek erosion control is being looked at by Davis and Floyd engineers.
- 8) The James Island Comprehensive Drainage Plan group: Thomas and Hutton preparing to brief elected officials on final plan deliverables.
- 9) Dills Bluff Sidewalk Phase II (Boardwalk) still under construction.
- 10) Staff participated on Charleston County selection committee for Post Disaster Debris Removal Contracts.
- 11) Staff replaced 53 street name signs.
- 12) Staff conducted sandbag operations in advance of Hurricane Dorian, prepared all Town properties and facilities, manned the MEOC throughout the storm and participated in damage assessment and debris clean up operations in the recovery

PERMITS - 13 MONTH HISTORY





## CTC FY 2020 Program

<b>FY 2020 Pavement Management</b>			
CTC FY 2020 Pavement Management	County Wide (including municipalities)	Resurfacing of Secondary Roads	\$5,407,500.00
<b>Project Name</b>	<b>Requestor</b>	<b>Description</b>	<b>Allocated Funding</b>
Woodland Shores Sidewalk	Charleston County	Design of sidewalk from Maybank Hwy to Riverland Drive	\$100,000.00
Ashley Hall Plantation Road Bridge	City of Charleston	Replacement of existing bridge.	\$290,000.00
Ashley Avenue Drainage	City of Folly Beach	Drainage improvements for Ashley Ave from 2nd St E to 6th St E	\$400,000.00
North Forrest Sidewalk	City of North Charleston	Sidewalk installation on North Forrest	\$125,000.00
Northside Drive Sidewalk	City of North Charleston	Sidewalk installation on Northside Drive	\$100,000.00
Scotia Street Drainage	Town of McClellanville	Drainage improvements on Scotia St	\$100,000.00
Cottingham Drive Sidewalk	Town of Mt. Pleasant	Sidewalk installation	\$210,000.00
Maybank Hwy Mid-block Crossing - Funding Only	City of Charleston	Pedestrian mid-block crosswalk near Stefan Drive	\$280,000.00
Bur Clare Drive and Rainbow Road Speed Humps	Charleston County	Installation of flat top speed humps on Bur Clare and Rainbow Roads on James Island	\$45,000.00
Dills Bluff Road Sidewalk - Funding Only	Town of James Island	Sidewalk from Town Hall to Camp Road	\$93,000.00
International Blvd at Tanger Outlet Blvd	City of North Charleston	Right turn lane installation of International Blvd at Tanger Outlet	\$90,000.00
Stuart Engals Blvd Sidewalk	Town of Mt. Pleasant	Sidewalk along Stuart Engals Blvd from Bowman Rd to Ira Rd	\$275,000.00
Ezekiel Ave	Citizen	Drainage demonstration project to alleviate water standing on pavement.	\$30,000.00
Gadsdenville Rd Pedestrian Conceptual Study	Citizen	Perform conceptual study to improve pedestrian safety.	\$50,000.00

Community Assistance Program 2019-2020  
Applications

Organization	Contact	Summary of Request	Comments	2019-2020 Recommendation	2019-2020 Requested	2018-2019 Received
James Island Exchange	David Couey, Treasurer	Sponsorship of Tourney to raise funds for JIO and JICHS		500	500	500
James Island Mentoring Group	Roynell & Tammy Barclay	Mentoring Program for Youth Black Men		2,000	2,500	1,500
James Island Outreach	Traci Greer	Local Food Pantry Operations		4,000	5,000	2,500
Barrier Island Free Med. Clinic	Brenda Falls	Local Medical Clinic Operations		2,000	2,000	2,000
Sea Island Habitat	Peter Mathias	Emergency Repairs	Support through Repair Care funding	-	2,000	-
Pet Helpers	Melissa Susko	Expand services for low cost spay / neuter clinic		2,000	2,000	1,500
"E" dba The Village	Adrienne Chisholm-Cox	Mentoring Local Youth		2,000	2,000	2,000
James Island Band Backers	Julie Hall	purchase / repair equipment, participate in competitions	Support through Hospitality	3,500	5,000	1,000
Concerned Citizens of Sol Legare	Bill Wilder	General repairs to the Seashore Farmer's Lodge	Support through Hospitality	2,500	2,500	1,000
James Island Youth Soccer	Rowdy Floyd	Grounds Maintenance	Support through Hospitality	1,800	1,800	1,000
Remember Niger Coalition	Julie Frye	Supports the Local School Spirit Run		1,500	2,000	1,000
Race for Achievement	Dominique Gray	TyWanza Sanders Scholarship (award 3 1k awards at JICHS)		1,500	1,500	1,000
James Island Charter Volleyball	Jason Yeates	Tourney Registration	Support through Hospitality	1,000	1,000	1,000
Emmanuel Baptist	Rosalee Spehar	Support Pantry Operations		2,000	2,000	1,000
Lowcountry Comm. Crisis Chaplain	Rev. Rob Dewey	Provide Chaplains		1,500	1,500	1,000
Opportunity Calls Everyone (OCE)	Denise Ladson-Johnson	Expand Academic Mentoring on James Island		2,000	2,000	
Assn. of Blind/Visually Impaired, SC	Anne Smith Reid	Support "Own Your Life" program	Served population is "low" on James Island	500	2,000	
James Island Arts	Dana Ellis	Support 2 annual fundraising events	Support through Hospitality	3,500	3,500	
VFW Post 445	Angel	Repairs to roof from Hurricane Dorian		2,000	2,000	
Nat. Soc. Of Black Engineers	Sedrick Stewart	Marketing material for STEM tools	No specific mention of what percentage of James Island youth is served; based in N. Chas; missing documentation		2,000	
Dee Norton Advocacy Ctr.	Kathy Quinones	Support direct response services to child abuse		2,000	2,000	
Waves for Women	Erin Jones	purchase equipment for theraputic surf porgram		1,500	2,000	
Our Lady of Mercy	Kristin Raymond	support basic needs services to Sea Islands		2,000	2,000	
Destined Shades of Purpose	Yolanda Gibbs	Mentoring young ladies - Take Disadvantage Youth to Lion King	no specific mention of percentage of James Island youth served though previous partnership with JI nonprofit	500	2,000	
Friends of McLeod	Ken Jacobsen	transportation for tours		500	2,000	

**Community Assistance TOTAL \$ 30,000 \$ 41,000**

**Hospitality Tax TOTAL \$ 12,300 \$ 13,800**



Town of James Island  
Proposal to Purchase and  
Redevelop 896 Folly Rd  
October 1, 2019





# OVERVIEW OF PROPOSAL

## Site Improvements

The existing structure on this property would be removed, and the current parking facilities would be re-worked to add more spaces as well as possible connection to the neighboring parcel. A new bus shelter mirroring the stop on the opposite corner would be installed. The existing sidewalk would be widened to accommodate a multi-use path. We would erect wayfinding and welcome signage to help guide visitors to points of interests. The newly revamped parking will have landscaped medians and screening arbors. Additional ideas include a possible water feature.

## Rethink Folly Road

The Complete Streets Study for Folly Road identifies 5 Guideposts for Folly Road. This proposal seeks to implement each one of those guideposts with this one property.

- 1. Safe:** While the intersection improvement project includes new sidewalks for pedestrian safety, this proposal would build upon that pedestrian safety with walking and/or biking options more separated from the busy intersection of Camp and Folly Road. Also, additional green space and street trees offer those “visual cues” that serve to help slow traffic down.
- 2. Connected:** Improving connections will greatly improve Folly Road, and this site poses several opportunities to do just that. Installing a new bus shelter at this popular hub will make it more convenient for riders and giving residents a public parking lot will make it more attractive for folks to park and ride the bus and/or carpool to and from work or the beach. The public parking lot and widened paths will also improve those connections getting people to and from the commercial district with the surrounding neighborhoods. Lastly, offering shared access with the neighboring commercial property as shown in both conceptual plans gives shoppers and diners those opportunities to access businesses without having to get onto Folly Road.
- 3. Green:** As noted in the ReThink Folly Road plan, “Future retrofit projects should include quality green spaces”. By making this space a welcoming and attractive one, Folly Road will start becoming a more memorable drive and serve as a guide for how other communities can help improve their commercial corridors.
- 4. Valuable:** Enhancing the value of not only property values, but also improving mobility options and the aesthetics of the area will add value to Folly Road. In addition to protection of life and property, one of local government’s most important roles is providing infrastructure that improves our residents’ quality of life. The great opportunity about this parcel is its small, manageable size. As described in the plan, relying on large-scale redevelopment is not necessarily the most sensible way to create change. Rather small, incremental changes to parcels “of all sizes” will bring about positive change over time.
- 5. Synched:** Synching traffic signalizations is only one facet to this guidepost. “Synching” stakeholders through collaborative efforts and sharing costs and responsibilities



**Corkys Outdoor Power Equipment, LLC.**  
1640 Camp Road Charleston SC 29412  
843-795-6768  
[www.corkysope.com](http://www.corkysope.com)

is the other side of the coin, and this proposal is a great opportunity for both governments, as well as a local business, to improve the corridor. As stated in the Plan, “By sharing costs and responsibilities everyone can feel ownership and work to transform Folly Road over time, in unison.”

### **Shared Costs and Responsibilities**

Our proposal is for Corky's to purchase the property from Charleston County for \$500,000, meeting the County's appraisal price. The Town will then pay Corkey's \$100,000 for an easement on the property where the Town will pay for and install our public improvements. The parking will be for the Corky's business, however after hours it will be open to the public. The Town proposes to pay for the design of the parking facilities and fund the installation of signage and the bus shelter, with Corky's funding the construction of the parking facilities. There will be a shared maintenance agreement between the Town and Corky's for the parking lot and landscaping.

### **Bus Shelter**

The Town of James Island has spoken with Jeff Burns of BCDCOG / CARTA regarding this proposal to gain his perspective and input. The following are his remarks:

*“ Consistent with the Rethink Folly Plan, the inclusion of a sheltered transit stop at the intersection of the Folly Rd. and Camp Rd. will serve an immediate need for residents and visitors. The current stop adjacent to the Pizza Hut restaurant is well-used and lacks amenities. Overwhelmingly, community feedback identified increased safety as a top priority along the corridor. Improvements that make all of Folly Road a safe, appealing, and desirable place to walk, ride bicycles, use transit, as well as to drive, are the goal. Positive changes to support business development include not only aesthetic enhancements but also mobility improvements that allow more transit users to access an establishment. To transition Folly Road to a Complete Street will require a more balanced approach to transportation planning by integrating it with a land use vision to define the corridor. The proposed public space with transit amenities will further this endeavor with a greater public purpose.”*



January 31, 2019

Daniel E. O'Quinn  
Daniel D. Stewart  
Corky's Outdoor Power Equipment, LLC  
1640 Camp Road  
Charleston, SC 29412

RE: 896 Folly Road  
Charleston, SC 29412

First-Citizens Bank & Trust Company has preliminarily reviewed a commercial loan for Daniel E. O'Quinn and Daniel D. Stewart for the purchase of the above property.

Loan Type: Commercial, Bank Portfolio

I have received verification of income, assets and credit.

Final approval is subject to underwriting review to include items such as:

- Ratified Contract
- Satisfactory Appraisal
- Satisfactory Environmental Risk Assessment
- Additional Underwriter Conditions

Please contact me if you have any questions.

Sincerely,

*Brian A. Mitchum*

Brian A. Mitchum  
Vice President  
Business Banker  
[brian.mitchum@firstcitizens.com](mailto:brian.mitchum@firstcitizens.com)

**218 South Main Street  
Summerville, S.C. 29483  
Phone (843) 875-8553  
Fax (843) 875-8554**





Corkys Outdoor Power Equipment, LLC.  
1640 Camp Road Charleston SC 29412  
843-795-6768  
www.corkysope.com

October 1, 2019

Charleston County Council

RE: 896 Folly Road – Old Subway Property

Dear Members of County Council:

The Town of James Island and Corky's Outdoor Power Equipment are pleased to present you with our joint proposal to purchase and redevelop a parcel at the Camp and Folly Road intersection. We have come together in a cooperative spirit to beautify this key intersection in the Town's jurisdiction. This parcel is small and after the right of way acquisitions, there is very little that can be done commercially at this location. We feel the best use of this corner is a space to benefit the public, as well as keeping and reworking the existing parking.

The Town and its residents are appreciative of the major improvements made to this intersection by Charleston County Transportation, and have been pleased to be a partner in these safety and beautification efforts to include the Town funding of a new bus shelter, pedestrian crosswalks, and the future landscaping that will be installed this fall. Our Proposal is for the Town to utilize this site for a public benefit. We will purchase and install a bus shelter, wayfinding signage, welcome signage, and redevelop the parking facilities. The neighboring business Corkey's will utilize the parking, which will also be available to the public after hours. Corkey's has been a locally owned small business on James Island for over 30 years.

Our proposal is for Corky's to purchase the property from Charleston County for \$500,000, meeting the County's appraisal price. The Town will then pay Corkey's \$100,000 for an easement on the property where the Town will pay for and install our public improvements. The offer is contingent on Town Council approval, and contingent on a favorable Phase II Environmental Assessment that we will conduct following an executed Purchase and Sale Agreement.

Cordially,

Bill Woolsey  
Mayor

Sincerely,

Danny O'Quinn  
Corky's Outdoor Power Equipment LLC



# Town of James Island Public Works Department Stormwater Program

## Pet Waste Stations – Pilot Program A Water Quality Program Proposal

August 9, 2019

### **I. Findings of Fact**

Recently we have noticed that residents are placing household garbage cans, usually the kitchen type, on the right of way on residential streets, and in at least one case Fort Johnson Road along the sidewalk. These are designated for pet waste by the residents who place them. Also, the Town regularly receives complaints about people putting pet waste into residential garbage cans belonging to others or just leaving it on the ground and not cleaning it up. The Solid Waste Department at James Island Public Service District also receives complaints about pet waste being placed in residents garbage cans by people walking their animals.

The James Island Creek TMDL found elevated levels of Enterococcus bacteria in the waters of the creek. This bacteria is an indicator for animal fecal matter, including pet waste, which has found its way into the receiving body of water. Part of the TMDL findings for James Island Creek specifically included pet waste as a possible contributing factor for the elevated bacteria levels. The final plan for monitoring and reducing Enterococcus levels must have a component that addresses this pollutant of concern.

### **II. Proposal**

We propose a pet waste collection program under the Stormwater Water Quality Program which would serve the residents by giving them a method of disposing of pet waste that doesn't offend neighbors, keeps pet waste off our streets and rights-of-way, reduces pet waste contamination in stormwater runoff and helps reduce the levels of harmful bacteria in our recreational waters. This program will consist of pet waste bag stations collocated with JIPSD garbage cans where used bags can be deposited. These pet waste collection stations can be placed along public rights-of-way in areas trafficked by pet owners walking their animals such as along sidewalks and marsh boardwalks.

In discussion with James Island Public Service District Director of Solid Waste, Walter Desmond, JIPSD has around 100 unused, small, 32 gallon waste containers that could be used for this program. Mr. Desmond likes the concept and has thought about something like this for his own neighborhood. His garbage trucks could empty the containers as they make their regular

weekly rounds. These containers are unlikely to be stolen as they have locator chips in them. He suggested perhaps having a liner of some sort which could help with cleanliness. A waste container cleaning company could also be engaged to steam clean the containers once a quarter.

Waste bag dispensers of the type currently in use by the Town can be erected on U-channel posts with breakaway bases and the waste containers can be placed next to them on a small concrete pad. Based on data from the Dock Street Park pet waste station, such a station uses approximately 10 rolls of bags each year. These could be restocked as needed by current staff during routine maintenance of our roads, rights of way and neighborhoods.

### **III. Budget**

Dogipot Junior Dog Bag Dispenser: \$105

U-channel and breakaway post, with hardware: \$50

32 gallon waste container: \$37

Pet Waste Station Signage: \$25

3'x3'x6" concrete pad: \$200

quarterly steam cleaning @ \$13 ea: \$52

10 roll case of pet waste bags: \$85

Total approximate cost per station: \$554

10% contingency: \$50

Total: \$604 each station, capital expense

Operation and Maintenance annual cost per station is approximately \$150 each after the first year. Total program cost for 5 years for one station is \$1204.

### **IV. Locations for Pilot Program**

Based on field observations of current locations where residents have placed improvised waste containers and observations of pet owners walking their animals, the following locations are possible areas for deployment:

- Penwood Drive between Woodside and Renwood
- Fort Johnson Road between Robert E. Lee and Bonham
- Dills Bluff Road at the new boardwalk
- Clark's Point neighborhood
- Lighthouse Point neighborhood
- Whitehouse Plantation neighborhood
- Yorktown neighborhood
- Bayfront neighborhood

Placement of pet waste stations in these 8 locations would be approximately \$4832 including the first year of waste bags. Total program cost for the 8 locations over 5 years would be \$9632.

## **V. Program Benefits**

Benefits of this program include solving a problem for pet owners and property owners in our residential neighborhoods, cleaner rights-of-way and sidewalks, compliance with water quality regulations, public outreach and education, is a pro-active approach to upcoming water quality standards and cooperation with the James Island Public Service District.



## Town of James Island

# Memo

**To:** Mayor and Town Council  
**From:** Ashley Kellahan, TA  
**Date:** October 11, 2019  
**Re:** Stiles Drive Traffic Calming

---

Town Staff has received many complaints over the years regarding speeding along Stiles Drive, with those complaints centered around cut thru school traffic. The Town has conducted internal traffic studies over the years at the request of residents, including at the request of the Neighborhood Council liaison. Since internal reports did identify speeding concerns, the Town approved a scope and fee from JLA, Inc. at their June 20<sup>th</sup> Town Council to look into a traffic calming plan.

The first public meeting was held on August 14<sup>th</sup> at which time residents from Eastwood, Stiles Drive and the Clearview neighborhood were invited to participate. The meeting was advertised through traditional means, as well as through use of localized signage, the Nextdoor app, and communication efforts from neighborhood reps. The meeting was well-attended with approximately 80 residents. The engineers went over the data, the possible traffic calming methods that would be considered, and went over the process. They then opened the meeting up to input from the residents where they took notes on areas of concern, as well as areas where residents felt there was not speeding concerns.







The follow-up meeting for Stiles Dr. was on Sept. 11<sup>th</sup>, immediately preceding the Eastwood meeting. JLA presented draft recommendations of the plans and then invited feedback. Everyone at the meeting was supportive of the plan with the only negative feedback being that there needed to be an all-way stop included at the school cross walk at Stiles and Godber, as there used to be one there. Also, a speed hump should be considered at Jerdone.

The Town emailed out the recommended traffic calming plans from JLA on Monday, Oct. 7<sup>th</sup> and asked for final feedback by Friday, Oct. 11<sup>th</sup> and also invited residents to attend the Town Council meeting on Oct. 17<sup>th</sup> where Town Council would be taking up this issue. Below is the feedback received from the Oct. 7<sup>th</sup> email:

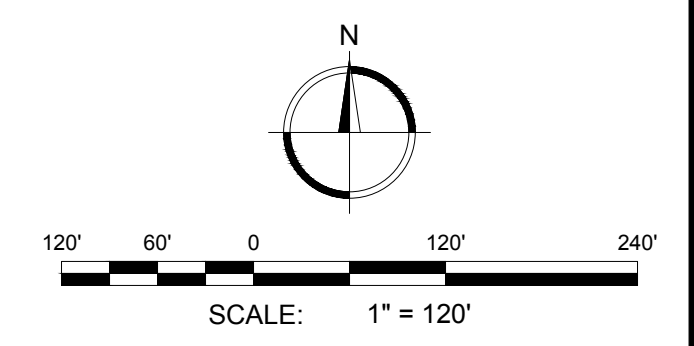
As of Oct. 11<sup>th</sup>, no responses have been received. However, there were 6 residents in attendance at the Stiles Dr. meeting and all were supportive of an overall traffic calming plan.

If Council approves the Traffic Calming plan prepared by JLA, Inc., then the Town would move forward with submitting the encroachment permits to SCDOT. If approved, the project will then be bid out for construction and the qualified low bid would come back before Town Council for approval. The estimate for construction on this project is \$35,000.



-  EXISTING SPEED LIMIT SIGNS
-  EXISTING SPEED HUMPS
-  PROPOSED SPEED HUMPS
-  S.C.D.O.T. ROADS
-  EXISTING STOP LOCATIONS
-  PROPOSED ALL-WAY STOP

**NOTE:**  
IF ALL-WAY STOPS ARE DENIED BY S.C.D.O.T., THEN AN ADDITIONAL SPEED HUMPS MAY BE ADDED.

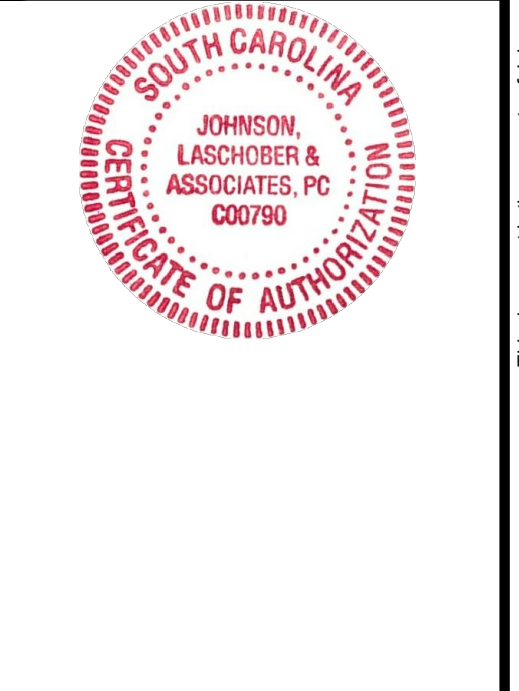



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WWW.THEJLAGROUP.COM

CLIENT: THE TOWN OF JAMES ISLAND  
JAMES ISLAND, SC

PROJECT NAME: **CLEARVIEW, BEAUREGARD, STERLING, SWANSON, WILDWOOD, & STILES STREETS**

PROJECT LOCATION: MULTIPLE LOCATIONS LOCATED OFF HARBORVIEW AND FORT JOHNSON



REV	DATE	BY	DESCRIPTION

PROJECT NO. 3082.1601 CLEARVIEW  
DRAWN BY: JFC  
CHECKED BY: HWG  
DATE: 07/01/2019  
SHEET TITLE:

**STILES DRIVE**

SCALE: 1" = 120'

DRAWING NO. **C-103** REV. -

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## Town of James Island

# Memo

**To:** Mayor and Town Council  
**From:** Ashley Kellahan, TA  
**Date:** October 11, 2019  
**Re:** Eastwood Traffic Calming

---

Town Staff has received many complaints over the years regarding speeding in the Eastwood neighborhood, with those complaints centered around concern over traffic traveling to Demetre Park and the James Island Yacht Club. The Town has conducted internal traffic studies over the years at the request of residents, including at the request of the Neighborhood Council liaison. Since internal reports did identify speeding concerns, the Town approved a scope and fee from JLA, Inc. at their June 20<sup>th</sup> Town Council to look into a traffic calming plan.

The first public meeting was held on August 14<sup>th</sup> at which time residents from Eastwood, Stiles Drive and the Clearview neighborhood were invited to participate. The meeting was advertised through traditional means, as well as through use of localized signage, the Nextdoor app, and communication efforts from neighborhood reps. The meeting was well-attended with approximately 80 residents. The engineers went over the data, the possible traffic calming methods that would be considered, and went over the process. They then opened the meeting up to input from the residents where they took notes on areas of concern, as well as areas where residents felt there was not speeding concerns.

The follow-up meeting for Eastwood was on Sept. 11<sup>th</sup>. JLA presented draft recommendations of the plans and then invited feedback. Everyone at the meeting was supportive of the plan with the only negative feedback being that there needed to be speed humps considered for Wampler, and the residents in attendance from Sterling Dr. did not support traffic calming measures. Looking into Wampler, it was decided to hold-off until a later phase as no internal traffic measures had been taken and also the road has natural traffic calming elements to include being narrower with curves. Also, there is one existing all-way stop. It was also decided to pull Sterling Drive out and conduct a mailout for Sterling for more comprehensive feedback.



The Town emailed out the recommended traffic calming plans from JLA on Monday, Oct. 7<sup>th</sup> and asked for final feedback by Friday, Oct. 11<sup>th</sup> and also invited residents to attend the Town Council meeting on Oct. 17<sup>th</sup> where Town Council would be taking up this issue. Below is the feedback received from the Oct. 7<sup>th</sup> email:

Supports: 7 (4 Wildwood, 1 Willow Lake, 1 Swanson, 1 Deepwood)

Against: 3 (1 Wampler, 1 Deepwood)

Below is the feedback received from the Neighborhood Council Rep:

OPTION 1

Support Option 1 15 (2 Deepwood, 1 Dobester, 1 Knotty Pine, 2 Sweet Bay, 4 Willow Lake, 3 Wildwood, 1 Wampler, 1 Swanson)

Against Option 1: 7 (1 Deepwood, 1 Fort Johnson, 1 Wildwood, 4 Wampler)

OPTION 2

Support Option 2: 18 (2 Deepwood, 1 Dobester, 1 Ft. Johnson, 1 Knotty Pine, 2 Sweet Bay, 3 Wildwood, 3 Willow Lake, 4 Wampler, 1 Swanson)

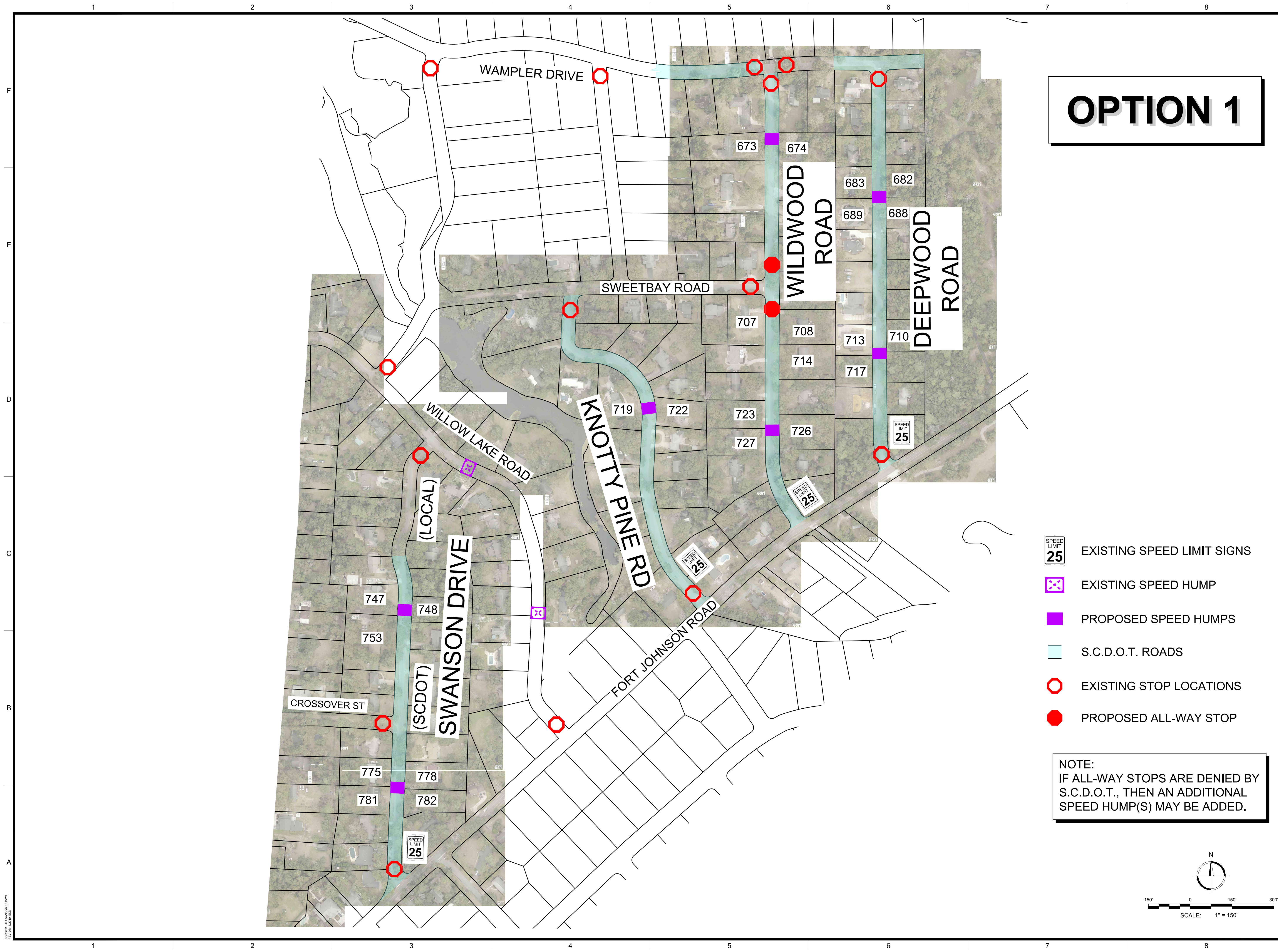
Against Option 2: 4 (1 Deepwood, 1 Willow Lake, 1 Wildwood, 1 Wampler)

**Summary of Support:** The Support responses I received versus the Neigh. Rep. were unique. The non-support responses were not unique. Therefore, when totaling the responses overall, the results are as follows:







Option 1: 22 Support, 7 against

Option 2: 25 Support, 4 against

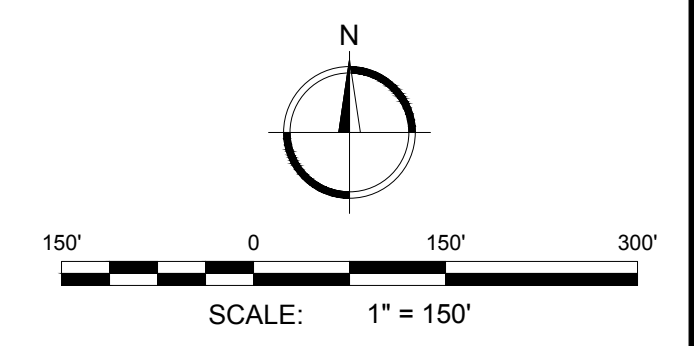

If Council approves the Traffic Calming plan prepared by JLA, Inc., then the Town would move forward with submitting the encroachment permits to SCDOT. If approved, the project will then be bid out for construction and the qualified low bid would come back before Town Council for approval. The estimate for construction on this project is \$62,300.



# OPTION 1

-  EXISTING SPEED LIMIT SIGNS
-  EXISTING SPEED HUMP
-  PROPOSED SPEED HUMPS
-  S.C.D.O.T. ROADS
-  EXISTING STOP LOCATIONS
-  PROPOSED ALL-WAY STOP

**NOTE:**  
IF ALL-WAY STOPS ARE DENIED BY S.C.D.O.T., THEN AN ADDITIONAL SPEED HUMP(S) MAY BE ADDED.

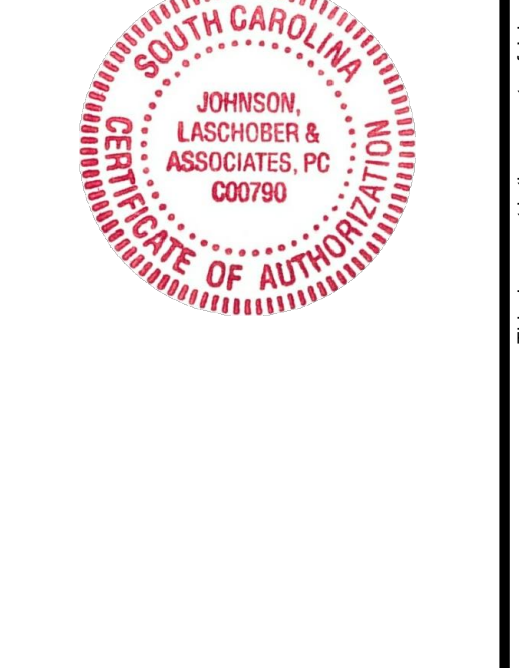



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WWW.THEJLAGROUP.COM

CLIENT: THE TOWN OF JAMES ISLAND  
JAMES ISLAND, SC

PROJECT NAME:  
**CLEARVIEW, BEAUREGARD,  
STERLING, SWANSON, WILDWOOD,  
& STILES STREETS**

PROJECT LOCATION:  
MULTIPLE STREETS LOCATED OFF HARBORVIEW AND FORT JOHNSON



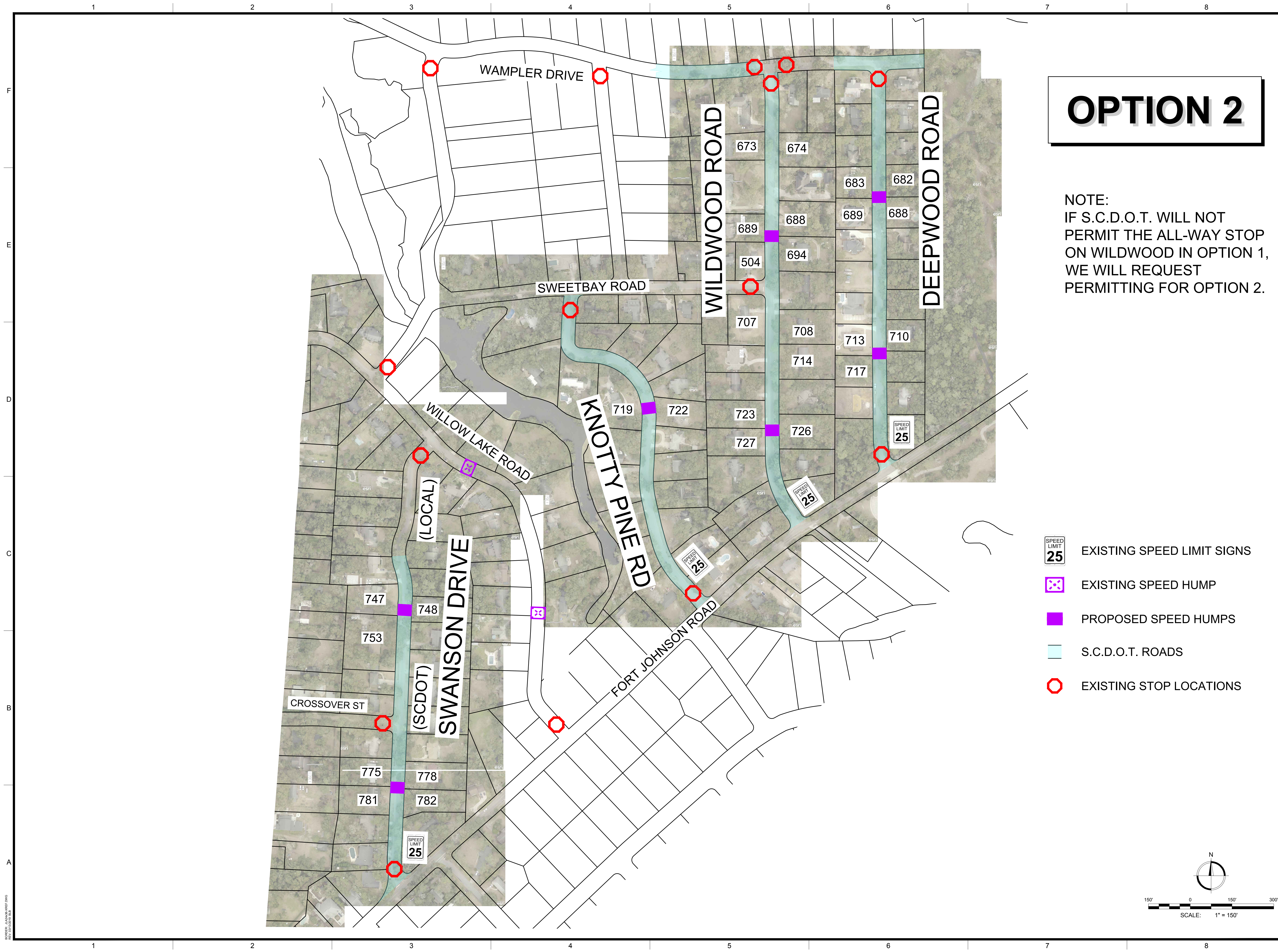
REV	DATE	BY	DESCRIPTION

PROJECT NO. 3082.1601 CLEARVIEW  
DRAWN BY: JFC  
CHECKED BY: HWG  
DATE: 07/01/2019

## EASTWOOD OPTION 1

SCALE: 1" = 150'  
DRAWING NO. **C-105** REV. -

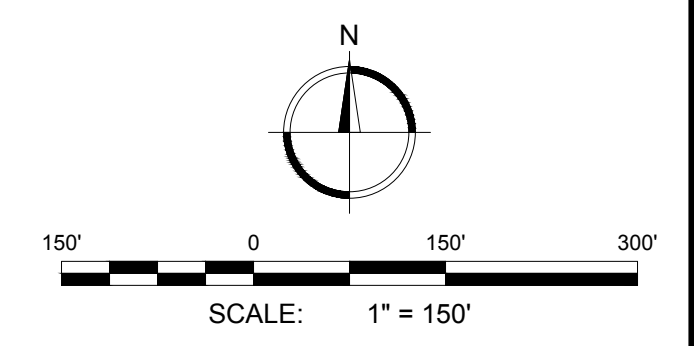
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# OPTION 2

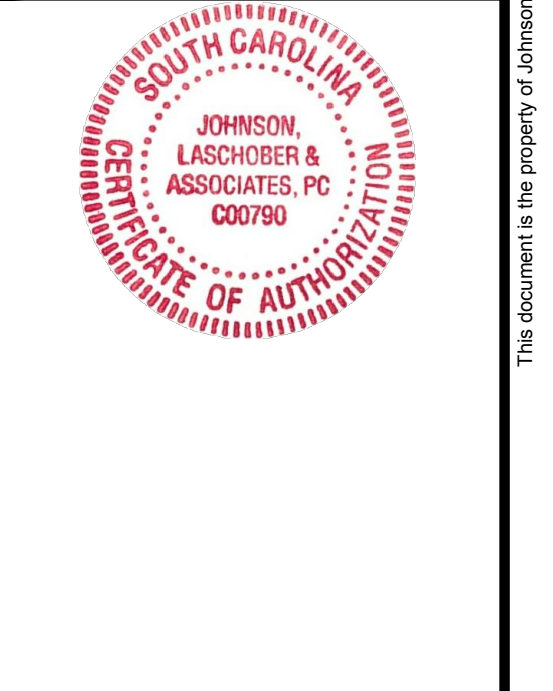
NOTE:  
IF S.C.D.O.T. WILL NOT PERMIT THE ALL-WAY STOP ON WILDWOOD IN OPTION 1, WE WILL REQUEST PERMITTING FOR OPTION 2.

- EXISTING SPEED LIMIT SIGNS
- EXISTING SPEED HUMP
- PROPOSED SPEED HUMPS
- S.C.D.O.T. ROADS
- EXISTING STOP LOCATIONS



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CLIENT: THE TOWN OF JAMES ISLAND  
JAMES ISLAND, SC  
PROJECT NAME: **CLEARVIEW, BEAUREGARD, STERLING, SWANSON, WILDWOOD, & STILES STREETS**  
PROJECT LOCATION: MULTIPLE STREETS LOCATED OFF HARBORVIEW AND FORT JOHNSON



REV	DATE	BY	DESCRIPTION

PROJECT NO. 3082.1601 CLEARVIEW  
DRAWN BY: JFC  
CHECKED BY: HWG  
DATE: 07/01/2019

SHEET TITLE: **EASTWOOD OPTION 2**  
SCALE: 1" = 150'  
DRAWING NO. **C-106**

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**DRAIN/VACUUM - WATER/SEWER**

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October 11, 2019

Mark Johnson  
Public Works Director  
Town of James Island  
1238-B Camp Road  
James Island, South Carolina 29412  
(p) 843-795-4141  
(f) 843-795-4878  
[MJohnson@JamesIslandsc.us](mailto:MJohnson@JamesIslandsc.us)

Re: 841 Santee St. Drainage Improvements

Attention: Mark Johnson,

Eadie's Construction Company, Inc. proposes to provide labor, materials, and equipment to install new Drop Inlets/Storm Drain Piping based on the plans provided by Stantec with the last revision dated 9-17-2019 as outlined below.

**841 Santee St. Scope (\$65,634.53)**

Mobilization

Install +/- 234 lf of 15" RCP

Install (3) Drop Inlets (Frame & Grate) and (1) Junction Box

Regrade and Install Erosion Control Blanket +/- 150 lf of Ditch along Centerwood Dr.

Grass Seed around excavated areas; Rip Rap (2) Bevel Ends of Piping

Install (5) Sediment Tubes; and +/- 150 lf of Silt fence along Santee St.

Repair Sidewalk (1 Section) and Driveway +/- 40 sy

Provisions:

Bond not included in quote. All excavated material assumed to be suitable for compaction. Concrete, asphalt, curbing, erosion control, clearing/site-work, and grassing are not included in quote. Private Utilities will be located by others.

If you have any questions or require further assistance, please contact me at my office or on my cell at 843.200.5169

Thank you,

Kip Crawford



westonandsampson.com

3955 Faber Place, Suite 300  
North Charleston, SC 29405  
tel: 843.881.9804

# REPORT

October 2019

TOWN OF

**James Island**

SOUTH CAROLINA

**RECOMMENDED STORMWATER  
POLICY UPDATES**

## EXECUTIVE SUMMARY

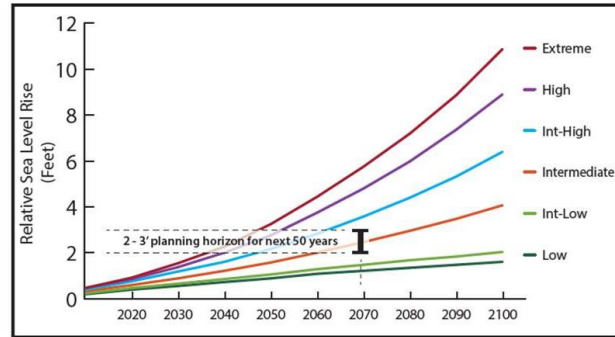
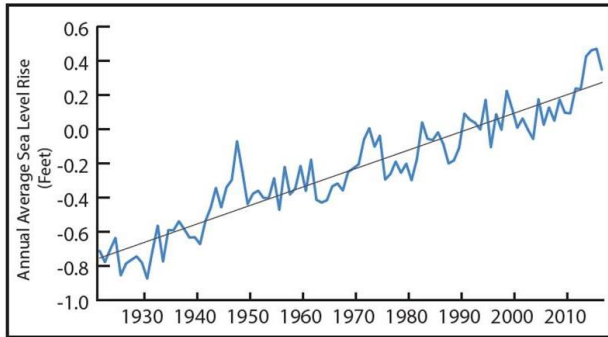
Weston & Sampson, was commissioned by the Town of James Island to provide recommendations for updating the Town's stormwater regulations and policies. The Town has specific goals to targeted at improving drainage. The goals for the policy updates are as follows:

1. Improve future drainage conditions by reducing runoff from future development.
2. Protect the 100-year floodplain that provides stormwater storage capacity during storm events.
3. Acknowledge and better accommodate changes in sea level.
4. Mitigate flooding from tidal surge events.
5. Mitigate impacts to existing properties from construction activities that affect drainage.
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 consistency in stormwater design standards.

The Town of James Island has adopted the Charleston County Stormwater Design Standards. These recommendations are based on a review of these standards, consultation with Town and County staff, review of the hydraulic modeling efforts and stormwater basin study efforts to date. Recommendations are focused in the following sections of the Stormwater Design Standards: General Design Standards, Hydrologic Computations, Water Quantity/Quality Control Standards, and Stormwater Drainage System Design Standards. The following sections identify an area of policy updates, discussion of the update needs and benefits, and the recommended policy changes.

## 1.0 SEA LEVEL RISE STRATEGY

*Discussion:* NOAA sea level rise data indicates that all developed coastal areas must plan for and adapt infrastructure and building standards that preserve and protect the people and businesses within coastal areas. The Town of James Island is vulnerable to the impacts of sea level rise projected over the next 50 years. Due to the proximity of the Town to the City of Charleston we recommend the Town adopt many, of the planning recommendations and strategy established in the 2019 Flooding and Sea Level Rise Strategy for Charleston, South Carolina.



Below is the recommended new section and revised sections to be included in the Town's Stormwater Design Standards:

### 3.2 General Design Standards:

The Charleston County design storm is a **twenty-five (25) year**, twenty-four (24) hour, SCS Type III storm event with a shape factor of 323, low terrain. General requirements for all stormwater systems and facilities will include, but are not limited to, the following requirements, as well as those set forth in the SCDHEC Construction General Permit:

*(Add Pg 45)* 16. The Town of James Island design standard is a sea level rise of **2.5 feet** over the next fifty years. All designs will incorporate this increase in sea level elevation.

*(Add Pg 45)* 17. All development shall have a preliminary planning meeting with the Town of James Island to ensure the proposed site improvements are coordinated with the Town's stormwater master plan.

### 3.4.1 Water Quantity Design Standards

*(Pg 48)* 1. All discharges from a development or redevelopment site shall be modeled with a tail water condition elevation at a minimum of the Mean Higher High Water (MHHW) Sea Level of a nearby data station with the projected 50-year sea level rise of 2.5 feet added and/or stormwater elevations of receiving conveyances within the watershed area at the 25 year – 24-hour storm event. For design purposes, the 50-year sea level elevation shall be 8.26 ft (NAVD88). Refer to datums for 8665530, Charleston Cooper River Entrance SC <https://tidesandcurrents.noaa.gov/datums.html> to ensure the most current MHHW is used.



## 2.0 IMPROVE PLANNING FOR STORMWATER QUANTITY

*Discussion: Culverts and drainage assets are subject to impacts from debris and sediment. Changes in the design should anticipate these conditions. In particular, these include sizing culverts to allow for sediment accumulation between maintenance cycles without compromising conveyance; ensuring sufficient easement widths to provide access for maintenance of channels; preventing impacts and reduced storage within floodplains; and installing tidal surge protection in tidally affected areas. Recommendations are as follows:*

### 3.2 General Design Standards

*(Pg 43)* 13. For the purposes of hydraulic design, capacity of a system to transport stormwater runoff shall be based on the size of the contributing drainage basin or subwatershed (for that particular boundary), as outlined below.

#### a. Collector Systems and Minor Drainage Systems: 0 - <100 Acres

All street drainage, pipe systems, culverts, ditches and channels which drain less than twenty-five (25) acres will be designed to carry flows resulting from a twenty-five (25) year, 24-hour storm event with a 1.25 factor of safety based on peak flow. Minimum allowable pipe diameter shall be fifteen (15) inches. Curb and gutters can be designed to the ten (10) year frequency storm event. Once in a closed system, the twenty-five (25) year 24-hour storm will be the minimum design standard.

#### b. Major Drainage Channels: 100 - <300 Acres

All drainage systems draining at least 100 acres but less than 300 acres, such as channel improvements, culverts or bridges along these channels, shall be designed to carry a flow resulting from a fifty (50) year, 24-hour storm event with a 1.25 factor of safety based on peak flow. Encroachment upon major drainage channels and the adjacent floodplain shall be avoided.

#### c. Large Watersheds: 300 and more Acres

Bridges and culverts being constructed in natural channels, creeks, or rivers draining more than 300 acres shall be designed to carry a flow resulting from a 100-year, 24-hour storm event with a 1.25 factor of safety. Encroachment upon these channels and the adjacent floodplain shall be avoided.

*(Add Pg 45)* 18. All discharges to tidally affected receiving waters shall be installed with surge protection devices designed to function properly with 2.5' of sea level rise added to current sea levels without causing flooding. The Town reserves the right to standardize, develop and review standard designs associated with tidal surge protection devices. In some cases, maintaining tidal flow under normal conditions may be necessary. In these cases, a self-regulating tide gate must be used to prevent storm surge in upstream areas. Tide gates and self-regulating tide gates should be

manufactured from non-corrosive material and constructed in accordance with the Waterman Industries SRT or an approved equal.

*(Add Pg 45)* 19. Impacts that reduce storage within the 100-year floodplain as determined by the Federal Emergency Management Agency (FEMA) plus 2.5 ft elevation must be prevented if possible or mitigated when necessary to prevent deterioration of basin storage capacity. The 100-year floodplain is defined by Special Hazard Area Zones A, AE, AH, AO, A99, V, and VE. The 2.5 ft will be added to the elevation of the 100-year flood plain. In cases where flood plain impacts are necessary, impacts may be mitigated on a 1 to 1.25 basis based on storage volume to prevent deterioration of basin storage capacity during storm events over time. Mitigation shall be within the same basin influencing the water surface elevations and hydraulics as the proposed impact.

**3.5 Stormwater Drainage System Design Standards**

**3. Headwalls and Outlets:**

*(Add Pg 77)* f. Outlets into tidally affected receiving waters shall be equipped with surge protection as described in section 3.2.

*(Pg 79)* **3.5.2 Storm Drain Pipe**

Drainage easements shall provide adequate room for maintenance equipment to operate. The minimum required drainage easement for all drainage pipes between 15” and 54” shall be 30 feet with maximum invert depths as follows:

Pipe Size (maximum)	Maximum Depth to Invert (ft)	Width of Drainage Easement (ft)
≥15” and ≤18”	4.0	20
≥24” and ≤30”	5.0	30
≥36” and ≤54”	6.0	40

Notes:

(1) Drainage easement width(s) shall be increased by ten (10) feet for any depths exceeding the maximum depth to invert shown.

For a main conveyance, defined as a large, common facility serving multiple projects or a large area, open drainage channels and ponds shall be utilized to move large volumes of storm water over long distances. Culverts may be used as required where main conveyances cross topographical features. A main conveyance is defined as a drainage asset that serves 100 lots or more or provides drainage for more than one subdivision or community or commercial project greater than 30 acres. The minimum width for a main conveyance channel easement is 50 feet. Access and shelf areas shall accommodate maintenance equipment such as excavators and other equipment

required for effective operation to traverse, function, and freely move without risks associated with encroaching upon private property.

**(Pg 79) 3.5.3 Swales and Ditches**

A minimum easement width for any open conveyance is 24 feet. This must include a maintenance shelf accessible to a public right of way of 16 feet. Maximum depth of the swale type ditch shall be two (2) feet. Where approved by the Public Works Director, for open conveyances greater than four (4) feet wide and/or four (4) feet deep, the easement shall be increased by two (2) feet for each additional foot of width or depth. When the depth of the ditch exceeds four (4) feet, the maintenance shelf shall be provided along both sides of the ditch. The minimum bottom width of the ditch shall be three (3) feet.

*Discussion: As the Town of James Island continues to experience both residential and economic growth there will continue to be a need to ensure stormwater runoff is managed on individual lots to include single-family residential lots. In the event that an individual property owner wishes to alter their property in a manner that changes the stormwater pattern, the Town needs policies to both prevent and correct negative impacts to adjacent properties. Recommendations are as follows:*

**3.2 General Design Standards**

**(Add Pg 45) 20.** Impervious area for individual residential lots, to include those within a larger planned community, shall not exceed 40% of the total property area. If the impervious area exceeds 40%, the runoff volume from a 25-year, 24-hour storm event shall be retained on site for the impervious area above 40%. For example, if the impervious area for a new home site is 52% of the total property, the site must retain the 25-year, 24-hour storm runoff volume for 12% of the total property area on site.

**(Add Pg 45) 21.** Any non-structural fill brought on-site shall have adequate permeability to allow water to infiltrate. Soils must have an infiltration rate of a minimum of 0.3 inches per hour as determined by a soil scientist or geotechnical engineer. The permeability test results must be submitted and approved prior to scheduling a pre-pour inspection.

**(Add Pg 45) 22.** If fill is required to elevate the site above existing grade, additional runoff created by slopes greater than or equal to 2% during a 25-year, 24-hour storm event shall be retained on site. This additional runoff shall be calculated using the rational method.

**3.4.1 Water Quantity Design Standards**

**(Add Pg 49) 9.** If a property's stormwater discharge is found to cause flooding on adjacent property during a 10-year or greater, 24-hour storm event, the property owner is required to demonstrate no significant changes have occurred. Significant changes include, new paving or impervious areas, significantly altered landscaping, removal of large areas of vegetation, regrading, etc. If the drainage patterns have changed over

time and are found to negatively impact adjacent or other properties as determined by the Director of Public Works based upon review of photographic or video documentation, or direct observation, the property owner will be required to modify property drainage patterns to meet the Town's stormwater design standards. The Director's decision is final and can only be appealed through the magistrate's office. There is a minimum one year prior to repetition for review.

*(Add Pg 49)* 10. Any stormwater conveyance or storage method, to include swales, ditches, culverts, and ponds, on a property but not within a dedicated easement will act as intended in perpetuity and every effort will be made to maintain the conveyance to provide effective drainage. Should the property owner not maintain the stormwater conveyance or storage method properly, the Town has the right to maintain, correct, or rehabilitate the stormwater conveyance or storage to its originally intended function. The property owner will be billed for the cost of the work. Should the property owner choose not to pay for the work, a lien will be placed on the property.

*Discussion: Many developments and individual lots were constructed decades ago and pre-date the current stormwater design and management criteria the Town uses today. While all projects, to include redevelopment projects, must meet the minimum design standards of Chapter 3, redevelopment sites should also be required to comply with current stormwater standards for volume. Recommendations are as follows:*

### 3.4.1 Water Quantity Design Standards

*(Add Pg 49)* 11. Redevelopment activities shall meet at least one of the following criteria to meet the runoff volume reduction and Water Quantity/Quality Control Standards:

- a. **Reduce Impervious Cover:** Reduce impervious cover to ensure it does not exceed 40% of the total lot area or retain runoff from 25-yr 24-hour storm from the impervious area in excess of 40% unless otherwise approved by the Public Works Director or his designee.
- b. **Provide Post-Development Stormwater Management:** Manage the stormwater runoff from the site's existing impervious areas and any new impervious areas in accordance with the post-development stormwater management criteria.
- c. **Combination of Measures:** A combination of (a) or (b) above that is acceptable to the Town.

*Discussion: Changes in storm frequency and intensity require changes in the design approach. Using storm precipitation data based upon historical averages does not accommodate recently observed storm event data or projections. We recommend increasing the precipitation depths for each of the return periods to reflect a 10-year projection, based on the Intergovernmental Panel on Climate Change Fifth Assessment Report <https://archive.ipcc.ch/report/ar5/>. Our recommendations are as follows:*

**(Pg 45) 3.3.1 Inputs**

- A. The precipitation depths/intensities corresponding to various return periods to be used for projects in Charleston County are shown in Table 3.1. The current storm intensities and 10-year projection to be used for design are included.

Table 3.1: Design Storm Precipitation & 10-yr Projections for Charleston County, South Carolina

County	1-yr	2-yr	5-yr	10-yr	25-yr	50-yr	100-yr
Charleston (Current)	3.8	4.6	5.9	7.0	8.0	8.9	10.3
Town of James Island (Proposed)	5.1	5.9	7.2	8.3	9.3	10.2	11.5

RESOLUTION #2019-20

A RESOLUTION FOR THE ADOPTION OF THE REPETITIVE LOSS AREA ANALYSIS REPORT  
BY CHARLESTON COUNTY COUNCIL

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

WHEREAS the County Building Inspection Services Department, which provides services for the Town,  
has prepared a recommended *Repetitive Loss Area Analysis Report* in conjunction with the Community  
Rating System and Five-year Floodplain Management Plan with Woolpert; and

WHEREAS, the recommended *Repetitive Loss Area Analysis Report* 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 report and all amended versions of this  
report on an annual basis if changes occur for the Town to remain eligible for certain Federal programs in  
which the Town participates,

NOW, THEREFORE, be it resolved that:

1. The *Repetitive Loss Area Analysis Report* is hereby adopted as an official document of the Town  
of James Island, and
2. The Charleston County Building Inspection Services Department is recognized as a continuing  
entity charged with reviewing, maintaining in accordance with Community Rating System and  
National Flood Insurance program requirements, and periodically reporting on the progress towards  
and revisions to the plan to the Town of James Island Council.

Effective this 17<sup>th</sup> day of October, 2019

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

ATTEST

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

A Resolution Requesting the SC Department of Transportation  
Evaluate and Install Speed Limit Signs in Residential Neighborhoods

Whereas, many residential streets within the Town of James Island's jurisdiction are under the ownership of SCDOT; and

Whereas, often times the speed limit is only posted once at the entrance within the neighborhood and the Town of James Island regularly receive requests by its residents to install more speed limit signs within the neighborhood so residents and visitors to the neighborhood are aware of the posted speed throughout; and

Whereas, the Town of James Island has found that erecting a radar speed limit sign is helpful in regulating traffic speed as well as collecting data however they can only be installed on speed limit signs.

Now, therefore, be it resolved that the Town of James Island request that the SC Department of Transportation Evaluate and Install More Speed Limit Signs within Residential Neighborhoods of the Town of James Island.

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Bill Woolsey  
Mayor

ATTEST

---

Frances Simmons  
Town Clerk

Adopted and approved this 17<sup>th</sup> October, 2019

AN ORDINANCE AMENDING ORDINANCE #2018-16 PERTAINING TO ENVIRONMENTALLY ACCEPTED PACKAGING AND PRODUCTS

BE IT ORDAINED BY THE MAYOR AND COUNCILMEMBERS OF THE TOWN OF JAMES ISLAND, IN TOWN COUNCIL DULY ASSEMBLED:

Section 1: Exemptions, of the Code of the Town of James island is hereby amended to read as follows.....

Section 1-C Exemptions: Although the Town of James Island encourages the use of recyclable or compostable products throughout, the following shall be exempt from the provisions of this Article.

- (a) Products made from polystyrene/plastic foam which is wholly encapsulated or encased by a more durable material are exempt from the provisions of this Article. Examples include surfboards, boats, life preservers, and craft supplies which are wholly encapsulated or encased by a more durable material, and durable coolers not principally composed of polystyrene/plastic foam;
- (b) Construction products made by polystyrene/plastic foam are exempted from this Article if the products are used in compliance with the Town of James island Code and used in a manner preventing the polystyrene/plastic foam from being released into the environment;
- (c) During a declared state of emergency or in an emergency where the immediate preservation of the public peace, health or safety is involved, any organization providing emergency services shall be exempt from the provisions of this Article;
- (d) Laundry dry cleaning bags, door-hanger bags, newspaper bags, or packages of multiple bags intended for use as garbage, recycling, pet waste, yard waste or similar use; although the Town of James Island encourages the use of recyclables or compostable products throughout;
- (e) Bags provided by physicians, dentists, pharmacists or veterinarians to contain prescription drugs or other medical necessities;
- (f) Bags used by a customer or an employee of ~~inside~~ a business establishment to:
  - (1) Contain bulk items, such as produce, nuts, grains, candy, or small hardware items
  - (2) Contain or wrap raw or frozen foods, any meat product, (i.e., beef, pork or poultry, whether seasoned or otherwise processed), or any seafood product ~~fish~~ whether prepackaged;
  - (3) Contain or wrap flowers, potted plants or other items to prevent moisture damage to other purchases; or
  - (4) Contain unwrapped prepared foods or bakery goods;



- (g) Bags used by a non-profit corporation or other hunger relief charity to distribute food, grocery products, clothing, or other household items;
- (h) Bags of any type that the customer brings to the store for their own use for carrying away from the store goods that are not placed in a bag provided by the store;
- (i) Meat **and seafood** trays, egg cartons, plastic ~~drink~~ lids **used to contain foods and liquids**, to go condiment packages and cutlery (i.e., forks, spoons, knives) are exempt from the provisions of this Article
- (j) Plastic drinking straws when needed by customers due to medical or physical conditions and for whom other straws are unsuitable are exempt from the provisions of this Article.
- (k) **Any product purchased, prepared or packaged outside the Town of James island and thereafter sold in or delivered into the Town of James island are exempt from the provisions of this Article.**
- (l) **Any packaging used by Food or Grocery Establishments that is required in order to comply with South Carolina Department of Health and Environmental Control Retail Food Establishment Regulation 61-25 or similar food safety regulation, or with federal food safety laws or regulations.**
- (m) **Packaging used by Food or Grocery Establishments that are predominantly made of paper, including wax paper products, paper products that have a clear plastic window and paper products, like paper cups or soup bowls that are lined in plastic, which are used to package ready-to-eat foods.**

Section 2. This Ordinance shall become effective upon ratification.

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

Bill Woolsey  
Mayor, Town of James Island

ATTEST:

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

Changes: new text in **bold and underlined**  
Deleted text with ~~strikethrough~~