



Public Services & Facilities Committee

9:00 a.m., Tuesday, May 7, 2024

1207 Palm Boulevard

City Hall Council Chambers

Public Comment:

All citizens who wish to speak during the meeting must email their first and last name, address and topic to Nicole DeNeane, City Clerk, at nicoled@iop.net no later than **3:00 p.m. the day before the meeting**. Citizens may also provide written public comment here:

<https://www.iop.net/public-comment-form>

Agenda

1. **Call to order** and acknowledgment that the press and the public have been duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Election of Chair and Vice Chair**
3. **Citizens' Comments** – All comments have a time limit of three (3) minutes.
4. **Approval of previous meeting's minutes** – April 2, 2024
5. **Old Business**
 - a. Discussion of marina shared parking layout
 - b. Discussion of implementing parking fees on marina shared parking lot and new right of way parking along the piped ditch
 - c. Discussion of playground equipment replacement for the Recreation Center
6. **New Business**

Consideration of Planning Commission recommendations regarding stormwater management
7. **Miscellaneous Business**

Next meeting date: 9:00 a.m., Tuesday, June 4, 2024.
8. **Adjournment**



**Public Services & Facilities Committee Meeting
9:00am, Tuesday, April 9, 2024
1207 Palm Boulevard, Isle of Palms, SC and
broadcasted live on YouTube: <https://www.youtube.com/user/cityofisleofpalms>**

MINUTES

1. Call to Order

Present: Council members Miars (via Zoom), Hahn, Pierce

Staff Present: Administrator Fragoso, Director Kerr, Director Pitts, Director Ferrell,
Director Hamilton

2. Citizen's Comments -- none

3. Approval of Previous Meeting's Minutes – March 5, 2024

MOTION: Council Member Hahn made a motion to approve the minutes of the March 5, 2024 meeting. Council Member Miars seconded the motion. The motion passed unanimously.

4. Old Business

A. Updated on 41st Avenue drainage outfall project

Director Kerr said the project is progressing well, but there have been some delays due to power poles. He shared aerial photos of the project site. He expects a two-week closure of Waterway Boulevard this week, but a conflict with a power pole still needs to be worked out. Information about the road closure will be shared on the City's social media channels.

The agreement between the City and the restaurant on the use of the project site has been extended through the end of April.

Director Kerr mentioned the need to verify the conditions at the 41st Avenue ditch to determine if additional work may need to be done there to contain parking and or grade the site to prepare it for parking if that is the will of Council.

B. Discussion of implementing parking fees on marina shared parking lot and new right of way parking along the piped ditch

Administrator Fragoso said the only restrictions regarding the shared parking lot in the restaurant lease are that it needs to be free after 8pm and spots are available on a first come, first served basis. Discussions with the restaurant about the shared lot still need to be had before any final decisions are made.

After some discussion regarding rates, the consensus was that the City's parking rates should mirror those of the marina operator while investigating a way to allow free parking for restaurant patrons. How to manage overnight parking was also discussed. Administrator Fragoso said she will discuss this issue with PCI to see if they have any recommendations.

C. Review of FY25 budget for Public Works, Recreation, Drainage, Front Beach, and Marina

Director Ferrell shared a slide presentation of the current status of the playground equipment her department is requesting for replacement. The \$500,000 cost includes \$300,000 for three pieces of equipment and \$200,000 for the pour & play surface. She said mulch has worked under the playground equipment, but it keeps washing away.

Administrator Fragoso said the Recreation Building Fund has about \$120,000 in it that could be used towards the purchase of the equipment and the rest could come from tourism funds. The new surface could be phased in during a future budget year. The second draft of the budget reflects this change in funding. Council Member Pierce suggested replacing the equipment, deferring the new surface, and looking for additional sources of funding.

Administrator Fragoso reviewed the other items in the Recreation Department's 10-year capital plan that have been moved to another year, pushed into FY30, and removed.

The 10-year capital plan for Public Works includes the replacement of packer trucks to move to side-loading operations. FY26 includes the purchase of one rear loader and one side loader that need commitments in FY25. The second draft of the budget assumes the City will incur debt for these trucks. Director Pitts said trashcans need to be replaced islandwide before moving to side-loading operations.

Administrator Fragoso also reviewed the items in the 10-year capital plans for drainage, the Front Beach, the Marina, and beach maintenance.

5. New Business

A. Discussion and consideration of proposal from Thomas & Hutton for the design, engineering, and permitting of drainage improvement project at Palm Boulevard between 38th and 41st Avenue

Administrator Fragoso said the \$122,000 proposal takes advantage of Thomas & Hutton's work with the Water & Sewer Commission as they can use their survey data. This expenditure will be in FY25 and the remaining costs of the \$2 million project will be incurred in FY26.

MOTION: Council Member Hahn made a motion recommending Thomas & Hutton's proposal for the design, engineering, and permitting of drainage improvement project at Palm Boulevard between 38th and 41st Avenue to City Council. Council Member Pierce seconded the motion. The motion passed unanimously.

B. Review of Recreation Department programming fees

Administrator Fragoso and Director Ferrell shared a spreadsheet comparing resident and non-resident fees at the Recreation Center as well as comparable fees at area recreation departments. Administrator Fragoso noted that the City's fees are not far from those of other departments. She said increasing fees won't "move the needle much" and the City is limited by the current facilities to charge higher fees.

6. Miscellaneous Business

The next regular meeting of the Public Services & Facilities Committee will be Tuesday, May 7, 2024 at 9am.

7. Adjournment

Council Member Hahn made a motion to adjourn and Council Member Pierce seconded the motion. The meeting was adjourned at 10:31am.

Respectfully submitted,
Nicole DeNeane
City Clerk

CITY OF ISLE OF PALMS

South Carolina



DEPARTMENT OF BUILDING, PLANNING AND LICENSING

MEMORANDUM

TO: Desirée Fragoso, City Administrator

FROM: Douglas Kerr, Deputy City Administrator 

RE: Recommendation from the Planning Commission regarding stormwater management standards

DATE: May 3, 2024

Attached are redline recommendations from the Planning Commission related to stormwater management plans for future construction projects. These suggestions started with the standards included in the Drainage Masterplan recently completed by Davis and Floyd. The Commission met with engineers from Davis and Floyd and Thomas and Hutton to refine and tailor the recommendations.

The primary changes included in the recommendation are:

1. New construction projects in the SR1 and SR2 districts will be required to retain 0.3 cubic feet of stormwater for every 1.0 square foot of new impervious surfacing. This is an amount that is roughly equal to a 10-year storm event. This retention can be achieved by depressing an area of the yard or underground gravel or vault systems or any combination.
2. The revision would allow owners of really low lots to be allowed to elevate their property to at least 7.4' in elevation, with the approval of a plan. The existing code says no higher than one foot above the road, but in some instances, this would be below an abnormally high tide, which the Commission felt was too low.
3. The revision specifies that a stormwater designer (engineer or landscape architect) will have to certify that the post construction stormwater pattern will result in the same or less runoff than the pre-construction stormwater pattern.
4. Pools will be excluded from the impervious calculation of determining when a drainage plan and improvements will be necessary. The prevailing though is that stormwater captured by a pool does not run away, it is retained.

Sec. 5-4-12. Additional regulations.

The following additional regulations shall apply to all zoning districts:

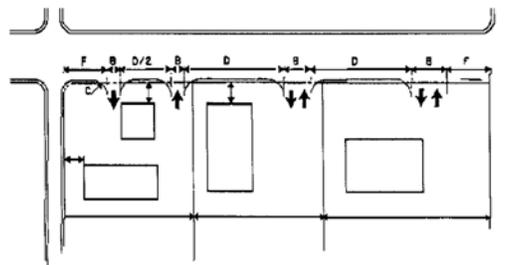
- (a) No land or building shall hereafter be used or occupied and no building or part thereof shall be constructed, erected, altered, or moved unless done in compliance with all applicable provisions of this chapter. Any use of land or buildings which is not allowed as a permitted use, conditional use, or special exception in the applicable zoning district is strictly prohibited.
- (b) The height of a building or structure shall not exceed forty feet (40'), unless otherwise provided in this chapter.
- (c) No lot shall be reduced to a size which does not meet the minimum lot area, lot width, yard areas, or other requirements of the applicable zoning district.
- (d) Except as provided in sections 5-4-45 and 5-4-46, no buildings shall be erected, altered or moved to create smaller front yards, side yards, rear yards or other open spaces than are required by the applicable zoning district.
- (e) All new construction or substantial improvements, as those terms are defined in section 5-4-155, shall be connected to the public sewer system if a public sewer line abuts a property or could abut a property with an extension of the sewer line of one hundred fifty (150) feet or less, as determined by the Isle of Palms Water and Sewer Commission. Where a gravity operated public sewer line does not abut a property or would require an extension of the sewer line of more than one hundred fifty (150) feet to reach a property, all new construction or substantial improvements must have an on-site wastewater disposal system or grinder pump system constructed or brought into compliance with current South Carolina Department of Health and Environmental Control (SCDHEC) standards; provided, however, that if the property cannot meet current SCDHEC on-site wastewater disposal system or grinder pump system standards, the building on such property shall not be increased in size and the improvements shall not increase the number of bedrooms or bathrooms.
- (f) Sills, belt course, window air conditioning units, chimneys and cornices may project into a required yard by not more than two feet (2'). Steps may project into a required front yard or rear yard by not more than five feet (5').
- (g) The zoning district front yard setback requirements for dwellings shall not apply to any lot where the average setback of existing buildings located within one hundred feet (100') of each side of the dwelling within the same block and fronting on the same street is less than the required front yard setback. In such case the average setback on such lot shall not be less than the average setback of the existing buildings.
- (h) Where a lot abuts on two (2) streets (either a corner lot or a double frontage lot), the lot's front yard setback requirements must be met on both street sides and the lot's side yard setback requirements must be met on all other sides of the lot.
- (i) Where a lot abuts on two (2) streets or rights-of-way (either a corner lot or a double frontage lot), no accessory building shall be located closer to a street than the lot's front yard setback requirements.
- (j) No fence, wall, shrubbery, or other structure shall obstruct road traffic vision.
- (k) Every building hereinafter erected or moved shall be on a lot abutting a public street, or having legal access to an approved private street. All structures shall be located to allow for safe and convenient access for servicing, fire protection, and off-street parking.
- (l) All lots shall be located on a street having a minimum right-of-way of fifty feet (50'). The required fifty feet (50') shall not include any critical area as defined in section 5-4-15(A).

- (m) Except as allowed in section 5-4-113(g), no access drive shall be permitted which would require a reduction in existing on-street public parking or loading areas.
- (n) Except in residential and GC-2 zoning districts, access drives shall conform to the requirements set forth in the following table and figure 5-4-12-A:

Street Speed Limit (mph)	Maximum One-Way/Two-Way Drive Width (in feet)	Minimum Radius (in feet)	Minimum Spacing Between All Access Drives* (in feet)	Minimum Spacing Between All Drives and Intersections (in feet)
≤20	12/24	15	30	50
25	15/30	15	40	50
30	15/30	20	50	50
35	18/36	20	50	50
40	20/40	25	50	50

*The distance between abutting one-way access drives, with the inbound drive located upstream of the traffic flow from the outbound drive, can be one-half of the distance listed above.

Figure 5-4-12-A



B = Access Drive Width

C = Curb Radius

D = Access Drive Separation

E = Fifty (50) Foot Minimum Spacing From Right-of-Way

- (o) Access drives in the GC-2 zoning district authorized pursuant to section 5-4-113(g) must comply with the following requirements:
 1. There shall be only one (1) access drive per lot.
 2. An access drive shall not exceed twenty-four feet (24') in width.
 3. Prior to constructing an access drive from a State right-of-way, the owner of the property first must obtain an encroachment permit from the South Carolina Department of Transportation (SCDOT). All fees, costs and expenses for obtaining the permit and for construction of the access drive, arrangement for the sight distance requirement, and any other requirements of SCDOT shall be borne by the owner of the property.

4. Prior to constructing an access drive from a City or County right-of-way, the owner of the property first must obtain an encroachment permit as set forth in title 3, chapter 1, article E. All fees, costs and expenses for construction of the access drive, compliance with the sight distance requirement, and any other requirements shall be borne by the owner of the property.
- (p) Adding fill or importation of materials of any type, or re-contouring of a lot's existing contours, that increases a lot's existing ground elevation more than one (1) foot above existing road and results or may result in elevating an existing or proposed structure is strictly prohibited. Provided however, that this requirement would not limit the elevation of a lot to an elevation lower than 7.4' (using the 1988 NAVD datum).
- ~~(g) For every square foot of new or altered impervious surfacing permitted on a property, 0.3 cubic feet of new stormwater storage must be provided on the property. The method for stormwater storage must be approved by the Zoning Administrator as part of the stormwater management plan required in Section 5-4-12(r). Storage can be achieved with detention vaults, rock wells, open basins, or any approved combination of methods. If materials such as rocks are used to create stormwater storage, only the voids within the system, excluding materials, will count towards meeting the required area.~~
- ~~(g) Any decrease in a lot's existing ground elevation is strictly prohibited.~~
- (r) No lot shall be improved, altered, graded, or filled in a way that to an elevation that results in a change to the existing results in (1) additional stormwater running off the site; or (2) -stormwater running off the site in an accelerated manner.
- Prior to any improvements, alterations, grading, or filling, a stormwater management plan shall be submitted and approved by for such lot without the Zoning Administrator's prior approval of a stormwater management plan.

The stormwater management plan shall include the following:

- (1) -the stamp and signature of a duly licensed and qualified professional
- (2) -, all existing and proposed topographical features of the lot, existing and proposed drainage flow patterns, and runoff quantities
- (3) and a statement by the professional certifying that the improvements are designed such that post-construction runoff will mimic preconstruction hydrology runoff for the site and the improvements will not filling or grading of the lot will not adversely impact the drainage of any adjacent properties, drainage systems or rights-of-way.
- (4) For every square foot of new or altered impervious surfacing permitted, 0.3 cubic feet of storm

The following site changes shall require the submittal of a stormwater management plan:

- (1) Any new building construction (excluding pools), new impervious surface, or replacement of impervious surfaces, which cumulatively exceed six hundred and twenty-five (625) square feet in area (all development shall be cumulative over time when considering the square footage threshold for requiring a stormwater management plan);
- (2) Adding fill or re-contouring of twenty (20) percent or more of the existing lot area in compliance with paragraph (p) of this section.

Additional submittal materials, design specifications and maintenance schedules may be requested at the discretion of the Zoning Administrator to ensure compliance with the Charleston County Stormwater Management Program.

Prior to the issuance of a Certificate of Occupancy (CO) for construction projects, the Zoning Administrator may require as-built documentation certifying that the project was completed in compliance with the approved stormwater management plan.

(Code 1994, § 5-4-12; Ord. No. 2001-5, §§ 1—3, 5-22-2001; Ord. No. 2002-12, § 1, 10-22-2002; Ord. No. 2003-8, § 1, 6-24-2003; Ord. No. 2003-13, § 1, 2-24-2004; Ord. No. 2006-10, § 1, 8-22-2006; Ord. No. 2015-11, § 1, 9-29-2015; Ord. No. 2018-13, §§ 2, 3, 8-28-2018; Ord. No. 2017-09, § 2, 8-27-2019)

Sec. 5-4-13. Maximum lot coverage; floor area ratio requirements; stormwater detention; additional setback requirements.

1. The following regulations shall apply to the SR-1, SR-2 and SR-3 zoning districts:
 - (a) For lots connected to the public sewer system, not more than thirty-five percent (35%) of the area of a lot shall be covered by impervious material, provided that this requirement shall not limit lot coverage to less than three thousand two hundred (3,200) square feet nor allow lot coverage to exceed seven thousand (7,000) square feet. For lots with on site wastewater disposal systems, this lot coverage requirement shall be reduced from thirty-five percent (35%) to not more than thirty percent (30%), provided that this requirement shall not limit lot coverage to less than two thousand four hundred (2,400) square feet nor allow lot coverage to exceed five thousand two hundred fifty (5,250) square feet.
 - (b) In situations Section 5-4-12(r) requires a stormwater management plan, for every square foot of new or altered impervious surfacing permitted on a lot, 0.3 cubic feet of new stormwater detention. must be provided on the lot. The method for stormwater detention must be approved by the Zoning Administrator as part of the stormwater management plan. Detention areas must be located on the same property and above the seasonal high groundwater level. Detention can be achieved with detention vaults, rock wells, open basins, or any approved combination of methods. If materials such as rocks are used to create stormwater storage, only the voids within the system, excluding materials, will count towards meeting the required area.
 - ~~(c)~~ The floor area ratio of a lot shall not be greater than forty percent (40%) of the area of a lot, provided that this requirement shall not limit the enclosed living space of a principal structure to less than three thousand two hundred (3,200) square feet not allow such enclosed space to exceed seven thousand (7,000) square feet. For lots with on-site wastewater disposal systems, this floor area ratio shall be reduced from forty percent (40%) to not greater than thirty percent (30%), provided that this requirement shall not limit the enclosed living space of a principal structure to less than two thousand four hundred (2,400) square feet nor allow the enclosed living space of a principal structure to exceed five thousand two hundred fifty (5,250) square feet.
 - ~~(d)~~ All newly installed hard landscaping, including, but not limited to, walkways, driveways, pool surrounds, and ground level patios, shall be constructed using pervious materials.
 - ~~(e)~~ A homeowner or his/her designee may make substantial repairs or replace an existing impervious surface within its original footprint, as long as all work is commenced and substantially completed within six (6) months from the date of removal.
 - ~~(f)~~ If the work is not substantially completed within the six-month time frame, the surface will be subject to the current regulations.
 - ~~(g)~~ The floor area ratio of a lot shall not be greater than forty percent (40%) of the area of a lot, provided that this requirement shall not limit the enclosed living space of a principal structure to less than three thousand two hundred (3,200) square feet not allow such enclosed space to exceed seven thousand (7,000) square feet.
 - ~~(h)~~ For lots larger than eight thousand (8,000) square feet, with a lot width at the front building line of seventy (70) feet or greater, the combined minimum side yard setback requirement for any portion of the enclosed building at or above twenty-five (25) feet in height as measured pursuant to section 5-4-2(18) shall be thirty (30) feet, with no side yard less than ten (10) feet.
 - ~~(i)~~ For lots larger than eight thousand (8,000) square feet, with a lot width at the front building line of at least sixty (60) feet but less than seventy (70) feet, the combined minimum side yard setback

requirement for any portion of the enclosed building at or above twenty-five (25) feet in height as measured pursuant to section 5-4-2(18) shall be twenty-five (25) feet, with no one side yard less than ten (10) feet.

2. This section does not prohibit a structure on any City-owned lot which is used for municipal purposes from exceeding seven thousand (7,000) square feet so long as the other requirements of this section which are not inconsistent with this subsection are met.

(Code 1994, § 5-4-13; Ord. No. 2002-17, § 2, 11-26-2002; Ord. No. 2003-6, § 1, 6-24-2003; Ord. No. 2015-15, § 2, 2-23-2016; Ord. No. 2018-13, § 4, 8-28-2018; Ord. No. 2019-11, 6-25-2019; Ord. No. 2017-09, § 3, 8-27-2019; Ord. No. 2020-07, 8-25-2020)