

**REAL PROPERTY COMMITTEE**  
4:00 p.m., Wednesday, June 6, 2018  
City Hall Conference Room  
1207 Palm Boulevard

**AGENDA**

1. **Call to Order** and acknowledgement that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.
2. **Approval of Previous Meeting's Minutes**  
Regular Meeting of May 10, 2018  
Special Meeting of May 22, 2018
3. **Citizens' Comments**
4. **Comments from Marina Tenants**
5. **Old Business**
  - A. Update on alternate Marina off-site parking for employees
  - B. Update on RFP for Marina dock repair/replacement
  - C. Update on removal and replacement of underground storage tanks
6. **New Business**
  - A. Consideration of engaging a real estate attorney
  - B. Discussion of Ordinance 2018-09
7. **Miscellaneous Business**  
Tenant Rents Report  
  
Next Meeting Date: \_\_\_\_\_, \_\_\_\_\_, July \_\_\_\_\_, 2018  
Time Day Date
8. **Executive Session in accordance with S.C. Code Section 30-4-70(a)(2) – if needed**
9. **Adjournment**

Elizabeth Campsen – 32 Intracoastal Court

I'm here to address item 6B on the agenda, the discussion of proposed ordinance 2018-09.

As a result of the research compiled to identify potential off-site parking areas for marina employees, the City became aware of an agreement between the Citadel and Wild Dunes for a similar offsite arrangement intended to support the new Wild Dunes hotel. I detailed my objections to that in my email so I'll spare everyone here by not rehashing them, but in a nutshell, I don't believe the Citadel can offer offsite parking and/or construction staging areas to unrelated entities just because they enjoy a non-conforming status in a residential district. The non-conforming use they enjoy is the operation of a beach club. It is not the operation of a parking lot. Their own website very clearly states that the parking and facilities are not available for use by the general public at any time. Parking is only authorized for guests of the venue or members of the Citadel family using the beach. All others are subject to ticketing and towing. Plainly, the parking at the site is only offered to support the operation of the beach club. I do not believe these elements are, or can be separated or expanded to include those who aren't guests of the venue or members of the Citadel family. Any plan to do so by the Citadel for the benefit of Wild Dunes will serve to subject that residential area to not only the level of commercial encroachment currently endured, but thereafter to a greatly magnified level as Wild Dunes works to find parking for a 150 room Inn that could conceivably house all those in the rooms, 200 wedding guests and all the employees supporting the Inn and the event venue in a building they have chosen to construct with 139 parking spaces. On evenings when the Citadel also has an event scheduled, the SR-1 neighborhoods caught between 41st and the new hotel will be subjected to a level of commercial encroachment that could very easily be double the existing burden. This isn't even considering the potential burden the construction of the hotel could bring.

Overall, I don't believe that either amending our code to place overflow, offsite, commercial parking in our neighborhoods or allowing the Citadel to operate its non-conforming use in an unchecked manner are wise. Like all municipalities, our ordinances speak repeatedly of maintaining the integrity of our residential neighborhoods by discouraging the encroachment of commercial uses into them. This amendment and the Citadel plan each contemplate the exact opposite. I am here to ask that this committee discuss these matters in the hopes that you will recommend the City take any and all actions necessary to protect the integrity of our residential districts. Thank you.

**Real Property Committee**  
4:00 p.m., Wednesday, June 6, 2018

The regular meeting of the Real Property Committee was held at 4:00 p.m., Wednesday, June 6, 2018 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Ferencz and Ward, Chair Bell, Interim City Administrator Fragoso and Clerk Copeland; a quorum was present to conduct business.

1. Chair Bell called the meeting to order and acknowledged that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.

**2. Approval of Previous Meetings' Minutes**

**MOTION: Councilmember Ward moved to approve the minutes of the regular meeting of May 10, 2018 and the Special Meeting May 22, 2018 as submitted; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.**

**3. Citizens' Comments**

Elizabeth Campsen, 32 Intracoastal Court, addressed the Committee on Item B under New Business, the "Discussion of Ordinance 2018-09" and commented that she did not think that parking at Citadel Beach House could be done under the terms of non-conforming status in a residential neighborhood. Her understanding was that parking at the Citadel Beach House was restricted to guests of the venue or members of the Citadel family using the beach. The full text of her remarks is attached to the historical record of the meeting.

Arnold Karig, 5102 Palm Boulevard, indicated that he supported the comments made by Ms. Campsen about the encroachment of commercial operations into residential neighborhoods; he offered that the results of the last election was a clear indicator of how residents feel about the issue. He reported having attended many Council meetings where the issue of overflow parking encroaching into the neighborhoods was discussed, but a solution was not found. Recently he has heard about an ordinance that would facilitate pushing commercial activity into residential areas of the island, and he stated that he was "violently opposed" to its adoption. He opined that Wild Dunes should have the ability to accommodate the additional parking within the confines of the resort. He advocated to preserve the integrity of the SR-1 zoning for the neighborhoods.

**MOTION: Councilmember Ward moved to re-order the Agenda to take up the discussion of Ordinance 2018-09 before Old Business; Chair Bell seconded and the motion PASSED UNANIMOUSLY.**

**MOTION: Chair Bell moved to add "Discussion of the Special Marina Operations meeting of May 22;" Councilmember Ward seconded and the motion PASSED UNANIMOUSLY.**

**4. Comments from Marina Tenants**

Michael Fiem of Tidal Wave Watersports thought that possibly members of the Committee have seen evidence of a bike sharing program that operates in downtown Charleston. He reported that he has reached out to them, and they are very eager to make a presentation to the City. In addition to bicycles, they have a low voltage vehicle share program. He said that he was offering

this option to help with the parking issues on the island and asked if he could bring them to the next meeting.

Chair Bell said that he would be happy to add that to the Agenda for the next Committee meeting,

Mr. Fiem then asked the Committee's approval to construct a fence between his business and the adjacent Smith property; he stated that he would also like to re-do the green fence and to improve its appearance. He told the Committee that he would be spending his money and not seeking funding from the City.

The Chair commended Mr. Fiem for coming to the Committee on at least two (2) occasions with creative ideas to address problems.

Chris Crolley, owner of Coastal Expeditions, stated that he had been forwarded a document with the Morgan Creek Grill logo on it. He thought there were reasonable requests at the beginning of the document then he came to a paragraph dedicated to changes that should be made to the parking for his business. The letter he was referring to was a list of comments/recommendations presented to the Committee at the May 10<sup>th</sup> meeting and discussed at the May 22<sup>nd</sup> meeting; the comments relative to Coastal Expeditions are the following:

“Regarding Coastal Expeditions, we ask that the trailer be moved off its current location within the shared tenants parking area. We understand through conversations with the City that they were allowed 3 parking spaces which should amount to 16ft total width for the trailer and its operation. Their current footprint is 30ft wide. In addition we are told that they are out of compliance with the variance obtained from the city. Be reminded that MCG was never consulted or notified of the placement of the trailer.”

2

Chair Bell responded saying that he thought Mr. Berrigan, marina manager, should look at these businesses and weigh them in terms of their impact on the capacity of the site relative to the value that they bring in commercially.

Mr. Crolley stated that he felt unappreciated and under appreciated by this Council and he did not know why.

According to the Chair, Council and this Committee were working with a marina that was overcrowded and a marina the residents feel they have lost control of. He remarked that the Committee was working to find a balance, but the members feel that, despite the discussions, nothing has been accomplished.

Councilmember Ward said that the Committee would continue to work hard on trying to reconcile some of the problems, but they would expect to get cooperation and respect from the tenants in return.

Jay Clarke, owner of Morgan Creek Grill, came forward to rebut some of the statements Mr. Crolley said, and he confirmed that the letter Mr. Crolley referred to was the memo with bullet points discussed at the May 10<sup>th</sup> and May 22<sup>nd</sup> meetings. He stated that he had measured the trailer and pointed out that one (1) instance when Coastal Expeditions was out of compliance was when the trailer was not moved off the marina site for the winter.

## **6. New Business**

**B. Discussion of Ordinance 2018-09**

**MOTION: Councilmember Ward moved to discuss Ordinance 2018-09; Councilmember Ferencz seconded and the motion PASSED UNANIMOUSLY.**

Chair Bell explained that this ordinance had come as the result of Administrator Tucker's suggestion that the Committee look at all possible locations on the island where marina employees might park. He noted that the preferred location for employee parking was the Water and Sewer Commission's location on Waterway Boulevard, but it was not available due to Homeland Security issues. The drop-back location became the Citadel Beach House parking lot, and they responded to the Mayor's request to use it saying they would like to meet since they had already arranged with Wild Dunes to allow parking for the construction crews during the construction of the new hotel. The Chair reported that the Ordinance appeared on the May Council Agenda without coming before the Real Property Committee. He expressed agreement that Wild Dunes will experience overflow parking issues once the new hotel was constructed.

Councilmember Ward stated that he took the City's ordinances very seriously and that Council was dedicated to protect the ordinances and to hold them firmly in place and to remain steadfast. No changes at all and the City will be fine, but Council had to be vigilant. He concluded that, for the reasons stated, he would not support passage of this ordinance.

Chair Bell opined that the ordinance as presented might need more specificity prohibiting this use; he then asked for a legal opinion on it that would explain the changes needed and to then move it through the full Council.

Councilmember Ferencz stated that this ordinance had come as a result of looking for a place for marina employee parking; the Committee has learned that they do not have the authority to do that because the leases clearly state the marina employees will park on the marina property. She noted that the responsibility to make that happen fell to the marina manager.

Chair Bell stated that it was not the intent of the Real Property Committee to bring that ordinance forward, but the Committee did want to know how to make it more specific to prohibit incursion into the neighborhoods.

Interim Administrator Fragoso explained that, if the intent of the Committee was to allow marina employee off-site parking at the Citadel Beach House, Ordinance 2018-09 would need to be adopted in its present form. On the other hand, if the intention is to prohibit marina employee parking at the Citadel, a different amendment would be needed specifying the prohibition. This ordinance will not prohibit parking of the construction crews building the new hotel in Wild Dunes.

**MOTION: Chair Bell moved to move forward the ordinance to the to find the legality of making the zoning districts as defined in the City Code more specific; Councilmember Ward seconded and the motion PASSED UNANIMOUSLY.**

**5. Old Business**

**A. Update on alternate Marina off-site parking for employees**

Chair Bell stated that the best offer the City could make to the marina tenants was the City parking lot and a shuttle or use of the Public Works site; in general, any property without a residential

zoning code. He noted that the language in the lease with Marina Joint Ventures explicitly stated that all tenant employees were to have free parking on the marina site; therefore, the instruction from this meeting is that marina employees of all of the businesses have the right to park at the marina at no charge. It falls to the manager of the marina to determine where that parking will be; Chair Bell stated clearly that the Real Property Committee was not going to debate the marina parking problems they could not solve.

Additionally, Chair Bell was most unhappy when driving down 41<sup>st</sup> Avenue over the weekend to see that, in the area of 41<sup>st</sup> between Waterway to the rear exist to the marina, spaces were still being sold as if the area were under the control of the marina; he stated emphatically that it is not. The marina is not to be selling the City's public right-of-way as part of the marina property. The Chair also opined that the members of the Committee felt they were being ignored; the City is the landlord and the tenant of the public property that the City owns. He asked that this message be communicated to the marina manager that this area is public parking and expected to be approved by the full Council to become "resident only" parking.

Councilmember Ferencz questioned that the Committee's decision was being ignored because signage has not been installed; she recalled being told repeatedly that enforcement cannot occur without the proper signage.

In the meantime, the instruction to the marina manager was that parking for the commercial businesses was confined to the marina site.

In addition, Councilmember Ferencz commented that the Police Department would to be told to enforce the parking regulations in that area going forward.

### **Discussion of the Special Marina Operations Meeting of May 22<sup>nd</sup>**

Moving to a discussion about the marina operations meeting of May 22<sup>nd</sup>, Chair Bell recalled that the Committee asked the marina manager to come forward with data, such as launch data resident versus non-resident and specific plans to deal with these problems. At this time, the Committee has not received a proposal addressing the problems that have been discussed since being sworn into office.

The Chair said that he was asking, through City administration, to review the leases with the sub-tenants to see if the City approved them and that each of them is required to have an IOP business license and has named the City as an "also insured" on their insurance. He stated that the information should be made available to City administration prior the next Real Property Committee meeting to know what businesses are operating out of the marina and knowing whether they are operating within the lease terms; he recalled that this request has been made previously.

The Committee asked that Interim Administrator Fragoso draft a letter to Mr. Berrigan, the marina manager, formally requesting the information and for the data to be delivered to City administration before the July meeting.

Councilmember Ferencz addressed the Committee's frustration that the marina manager has not given any indication that he is willing to study and operate within the limits of his lease with employee parking as one (1) example.

Chair Bell reported that he has asked Director Kerr for business license information as it relates to the sub-leases at the marina. According to a list provided to the Committee by the marina manager, he has nine (9) charter boat fishing operations under lease, and they face competition from non-leased charter operations. Again the Chair asked if the non-lease charters have business licenses and added that the Committee was not in favor of licensing more commercial businesses to operate out of the IOP Marina.

Responding to the Chair, Councilmember Ward said he wanted to see the business licenses issued by the City and copies of the sub-leases.

Chair Bell stated that other charters may advertise that they pick up at the IOP Marina, but do not have a lease agreement with the manager. Personally, he felt that a non-lease charter boat captain who wishes to operate out of the IOP Marina should not be allowed to do so.

The Chair then asked the Interim Administrator to investigate what steps must be taken to enact such a policy; he reported that he was in possession of a list of ten (10) additional charter businesses operating out of the marina, which brings the total number of businesses to twenty-nine (29). He questioned that these non-lease charters have purchased annual launch passes.

Councilmember Ferencz asked if the marina operator was aware of all of the things the Committee has asked for but has received no feedback. For instance, she asked if the marina operator has stopped selling annual launch passes to non-residents, and Mike Pickett, Dock Master at the marina, responded that it has been done. She then asked if non-resident launch fees have been increased, and Mr. Pickett replied that they have gone to twenty dollars (\$20). Her final question was where a resident can go to park for free at the marina.

The only location where a resident could park at no charge was the thirty (30) minute parking spots at the marina store.

Councilmember Ferencz remarked that, when residents look at the marina, they see a commercial entity where residents cannot find a place to park; therefore, the residents were not going to support improvements to the marina. With employee parking on-site, she pondered where parking would be located to meet the requirements of businesses like the deli and the restaurant.

## **5. Old Business**

### **B. Update on RFP for Marina dock repair/replacement**

Interim Administrator Fragoso reported that the RFP is on the City's website and was advertised in accordance to the City's Procurement Code. The deadline for questions is at 5:00 p.m. on Tuesday, June 12<sup>th</sup>, and bids will be opened at 2:00 p.m., Monday, June 25<sup>th</sup>. She stated that one (1) of the requirements of the RFP was for interested parties to make a site visit to the marina, and to-date, four (4) prospective bidders have completed their site visit or scheduled an appointment to do so.

### **C. Update on removal and replacement of underground storage tanks**

Interim Administrator Fragoso reported that she has spoken with the contractor, and he plans to begin work at the Public Works site in the first week of July and work at the marina will begin October.

**6. New Business**

**A. Consideration of engaging a real estate attorney**

Chair Bell informed that Committee that the services of a real estate attorney for an issue not related to the marina has been engaged. He repeated comments made before becoming a Councilmember that the lease with the marina manager is “horrible” and full of subjectivity that could be interpreted to fit the position one was taking. He looked forward to getting sound legal advice about what Council could and could not do relative to the extended marina lease. In his opinion, the City owns enough property that it needs a real estate attorney.

**7. Miscellaneous Business**

Tenant rents report – Interim Administrator Fragoso told the Committee she would have the information for the Ways and Means Committee on June 19<sup>th</sup>.

Next Meeting Date: 4:00 p.m., Tuesday, July 3, 2018 in the City Hall Conference Room

**8. Executive Session – not needed**

**9. Adjournment**

**MOTION: Councilmember Ward moved to adjourn the meeting at 4:57 p.m.;**  
**Chair Bell seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk



## **Special Real Property Committee Meeting**

11:00 a.m., Tuesday, May 22, 2018

A Special Meeting of the Real Property Committee was held at 11:00 a.m., Tuesday, May 22, 2018 in the City Hall Conference Room, 1207 Palm Boulevard, Isle of Palms, South Carolina. Attending the meeting were Councilmembers Ferencz and Ward, Chair Bell, Administrator Tucker, Assistant Administrator Fragoso, and Clerk Copeland; a quorum was present to conduct business. At the request of the Chair, also present were Jay Clarke of Morgan Creek Grill (MCG), Marina Manager Brian Berrigan and Michael Fiem of Tidal Wave Watersports.

1. Chair Bell called the meeting to order and acknowledged that the press and public were duly notified of the meeting in accordance with the Freedom of Information Act.

### **2. Purpose**

#### **General Discussion of Marina Operations**

Chair Bell stated that this meeting was intended to be an open discussion or workshop relative to the operations at the IOP Marina. The Chair distributed a handout containing his thoughts on what the Real Property Committee and City Council want to see going forward, and a copy is attached to the historical record of the meeting.

Included in the FY19 budget is funding for an audit of the marina tenants; Chair Bell explained that – for him – there was a difference between an audit and ensuring that the proper processes and fiscal accountability were in place going forward for the businesses at the marina. Components of the discussion are how the City manages a marina that has capacity issues and parking agreements and disagreements within the site. Although the leases describe the parking areas assigned to the tenants, only the Tidal Wave lease defines specifically the number of parking spaces assigned to the business as eight (8) plus two (2) for employees. Additionally, Coastal Expeditions was granted a Special Exception to the zoning regulations; their lease allows for a trailer and one (1) parking space while all of their customers are paying to park at the marina. He was looking for a way “to find commonality between the tenants in a way that optimizes the parking [that is available] without damaging the businesses.” He commented that he has learned that the City owns the property on 41<sup>st</sup> Avenue from Waterway Boulevard to the entrance to the marina, and he will propose that it be added to the parking ordinance as “resident only” parking at tonight’s Council meeting. The City staff and Real Property Committee continue to look for off-site parking areas for marina businesses’ employees; the ideal location continues to be the IOP Water and Sewer Commission’s property adjacent to the marina. The Chair noted that he has a meeting with the Commission on Thursday to discuss that possibility despite the City’s receipt of a letter rejecting the City’s request.

Councilmember Ward stated that he had a productive meeting with Mr. Berrigan and Mr. Clarke on the subject of parking; he indicated that his concern was that the tenants adhere to their lease terms relative to parking.

Mr. Berrigan reported that, in the meeting, the list of bullets the restaurant distributed at the May 10<sup>th</sup> Real Property Committee meeting were discussed point by point, and he noted that, a couple of years ago, the tenants reached an agreement on parking that worked for a couple of years. He commented that they neglected to put the agreement in writing.

A color-coded drawing of the marina parking shows how the parking areas are assigned to the marina tenants, and Tidal Wave's parking area is along the length of the green fence and wrapping around it a little bit, and the number of spaces exceeds the ten (10) spaces allowed in their lease. Since relocating Tidal Wave appears to be a dead issue, Mr. Berrigan proposed that their parking return to its original footprint and that they should move the trailer off-site unless they were willing to put it in one (1) of their spaces. Mr. Berrigan also wanted the two (2) trailers belonging to MCG moved off-site.

After considerable discussion, agreement was reached that requiring Tidal Wave to go back to its original footprint was not going to solve the problem and that the area for overflow parking for the marina businesses was behind the fence.

Morgan Creek Grill was hearing from disgruntled patrons that they had to pay ten dollars (\$10) for parking and demanding their ten dollars (\$10) back. Chair Bell thought that Mr. Clarke and Mr. Berrigan could come to some validation arrangement for this season, and they agreed.

Chair Bell reiterated that solving the inter-tenant issues was not Council's job, and he questioned what problem(s) would be solved by returning Tidal Wave to its original lease footprint.

Again referencing the tenants' parking agreement from a couple of years ago, Mr. Clarke asked for Cara Jenkins, the restaurant's General Manager, to review parking challenges she faced under that agreement. She recalled an area designated as restaurant overflow parking being coned off, thereby, denying MCG patrons access, and she would remove the cones only to have a marina employee put them back. In the meantime, the restaurant was getting phone calls from people asking where they were allowed to park and whether or not they had to buy a launch pass to park.

Having recently toured the Harbor Front Marina, Chair Bell suggested that the restaurant needed a "validation methodology and agreement" with the marina manager.

The Chair stated that the issue of employee parking was only addressed in the Tidal Wave lease, but the marina manager has fifteen (15) sub-leases, and the restaurant has the largest number of employees with a lease that states its employees are to park within the marina site.

Mr. Clarke opined that a problem solved for the restaurant by moving Tidal Wave to its original footprint would be for MCG to have full access to the area behind the green fence for employee parking. He also stated that he has asked the City on numerous occasions to clarify who has control over the area shaded in purple that is described as "Shared among tenants under direction of the marina manager."

Administrator Tucker said that this issue has come up in the past and that the City got a legal opinion at that time stating that, according to the terms of the lease, the marina manager has responsibility for the management of parking.

Mr. Berrigan expressed his belief that employee parking was the biggest problem at the marina and that the restaurant was on record as saying that they have sixty-five (65) employee cars on the lot which takes a lot of the available parking in the shared area. According to Mr. Berrigan, MCG employees park all over the marina despite his sending multiple notices to Mr. Clarke stating that restaurant employees were to park behind the green fence. He opined that, if employees parked only behind the green fence or off-site, eighty percent (80%) of the parking problems at the marina would be solved.

Mr. Berrigan stated that he has maybe six (6) employees that he allows to park along the green fence and about the same number behind the green fence. He added that he was willing to give up some of his dedicated space to employee parking to allow more spaces for the marina tenants.

When the subject of the benefits of possible gate came up, Mr. Berrigan opined that it would address the traffic flow, the direction and organization; currently he described the marina traffic and parking as a free-for-all, for which he took partial responsibility. He then noted that he was trying to get better controlled access.

Councilmember Ward was ready to discuss the addition of a gate, but Chair Bell commented that a gate could not be constructed for this season and that he was more interested in changes that could be implemented quickly to impact this season.

With the Memorial Day weekend looming, Councilmember Ferencz urged the tenants to come together with a parking plan they could all live with for this weekend and the balance of the season.

Chair Bell repeated that free off-site parking was available on the island in church lots, at City Hall, etc., but no one wanted to go the extra distance. Issues have come up when marina employee parking involves an incursion into the residential neighborhoods, as was the case with 27<sup>th</sup> Avenue. He emphasized that the employee parking problem could not be solved within the 5.123 acres of the marina.

The managers at Morgan Creek Grill discussed the employee parking issues at the marina and the feasibility of running a shuttle from an off-site location, and they concluded that they could not effectively operate a shuttle from the restaurant, for instance, to the parking at City Hall due to the grid lock that occurs on weekends and the traffic gridlock on Palm and on Waterway. Mr. Clarke added that the Citadel Beach House was a much better location for the restaurant's employees.

When Councilmember Ward asked what the restaurant's plans were for employee parking over the Memorial Day weekend, Mr. Clarke responded that employees would be issued a decal and would be instructed to park along 41<sup>st</sup> where no signage has yet been installed. Mr. Berrigan said that restaurant employees should be encouraged to park behind the green fence, but he would allow overflow vehicles to be parked on 41<sup>st</sup>.

For the coming weekend only, Chair Bell indicated that he would support signage on 41<sup>st</sup> stating "Employee Parking Only."

Mr. Berrigan stated that the marina would be shuttling its employees for this holiday weekend as he has the past couple of weekends; his employees have been parking at the Rec Center on 27<sup>th</sup> Avenue. He stated that he would probably change from the Rec Center to City Hall; these employees come to work early enough that Mr. Berrigan did not think traffic would be an issue.

Mr. Berrigan asked the Chair if the City has reached out to Wild Dunes Yacht Harbor for the use of their parking lot.

Administrator Tucker suggested that Mr. Clarke and Mr. Berrigan pursue that location as well as the Dewees parking area; Mr. Berrigan said that he would be willing to rent space in the Yacht Harbor lot. He has observed that this lot fills up on July 4<sup>th</sup> and on Labor Day, but that was not

the case for Memorial Day. Since Dewees is putting an attendant in their lot beginning this weekend, he did not expect a positive response from them.

When the discussion of a gate resurfaced, Chair Bell voiced concern about people who would enter the marina, not realizing that the lot was full and then drove around and around waiting for a space to open up. Based on conversations with the marina tenants, the Chair found that they generally liked the idea of a gate and exploring it for the future, possibly next season.

Councilmember Ward stated that he would like his fellow Committee members to remember that their job was the City of Isle of Palms, not the management of the marina. He added that he wanted this meeting to determine if the marina tenants were prepared for the holiday weekend.

Councilmember Ferencz commented that City Council was not the marina tenants' boss, but that they got the complaints. She also asked if any of the parking could be reconfigured.

Mr. Berrigan asked if the City would consider hiring a firm with traffic engineers on staff, like Stantec, to study the traffic flow, ingress and egress and parking configuration for a plan that would optimize parking for the marina.

Councilmember Ward said that the Committee could consider it, but a decision hinged on the cost.

Councilmember Ferencz opined that Council as going overboard in studying the marina and that she expected to be presented with a plan with a price tag exceeding a million dollars because the lighting, the drainage, the electrical, etc. all needed to be replaced. She asked that the marina tenants put pencil to paper to try to devise a workable plan before the City has to spend another fifty to one hundred thousand dollars (\$50,000 – 100,000).

Councilmember Ward reminded the Committee that the City has much to do at the marina to make it safe for residents and visitors and that they should not lose sight of the priorities.

Administrator Tucker asked for clarification about amending the scope of the existing Stantec contract for them to look strictly at the surface of the marina site, not the infrastructure, to make recommendations for improvements and to investigate the possibility of gate access. She opined that the tenants must understand that, if the City was going to spend more money, they would need to be willing to accept the results, and she recommended that such an agreement be reached.

Chair Bell preferred a stand-alone contract with Stantec relative to the marina.

Again referring to the bullet points from MCG, Mr. Clarke asked Mr. Berrigan if he was going to continue to rope off a parking area near the fuel dispensers restricted for marina operations, and Mr. Berrigan indicated that he was.

Mr. Clarke's next point was about the grass area located at the end of 41<sup>st</sup> leading to the parking area behind the green fence where a group of trees are growing. After talking with Director Kerr, Mr. Clarke was offering to relocate the palm trees, to remove some of the dirt from the mound and to improve the landscaping and aesthetics of the area. Taking this action would add a few parking spaces to the marina footprint and enhance the look of that area. He then asked if the City had any leftover marina funding that could be used for this purpose.

Chair Bell replied that he would look at the area.

Additionally, MCG would like to see the trailer belonging to Coastal Expeditions moved to another site in the marina and out of the shared tenants' parking area; Mr. Clarke agreed to leave the trailer where it is for the 2018 season but he wanted their footprint reduced to a total of sixteen feet (16 ft.).

Mr. Bell recounted that Coastal Expeditions was granted a Special Exception by the Board of Zoning Appeals (BOZA) to have the trailer and one (1) parking space at the marina, and currently, they are exceeding the number of spaces approved by BOZA. To be consistent with the directive given to the other tenants to adhere to the parking terms in their leases, Coastal Expeditions should follow the terms of the BOZA decision. When Mr. Clarke asked who would enforce that decision, Chair Bell stated that it fell under the purview of marina operations.

Morgan Creek Grill's last request was for a marina walk-through with the marina manager and, if possible, a member of the Real Property Committee to come to an agreement on proper language and placement of signage in the marina.

Going back to the possibility of a Stantec study of the parking at the marina, Mr. Berrigan thought that the traffic engineer should make a site visit now when the marina was at its busiest to see the full extent of the problems.

As he concluded the meeting, Chair Bell stated that the marina site was "very unsightly" and that part of the marina manager's responsibilities was to maintain the parking lot, for instance many of the posts were not upright and the green fence should be replaced. He wanted to see tenants "make minimal investments for those things that are awful."

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5

Administrator Tucker cautioned Mr. Fiem that he must adhere to the City's zoning and building requirements relative to setbacks and other things of that nature.

### **3. Adjournment**

**MOTION: Chair Bell moved to adjourn the meeting at 11:42 a.m.;**  
**Councilmember Ward seconded and the motion PASSED UNANIMOUSLY.**

Respectfully submitted:

Marie Copeland  
City Clerk

**ORDINANCE 2018-09**

**AN ORDINANCE AMENDING TITLE 5, PLANNING AND DEVELOPMENT, CHAPTER 4, ZONING, ARTICLE 1, GENERAL PROVISIONS, SECTION 5-4-16, TEMPORARY USES, OF THE CITY OF ISLE OF PALMS CODE OF ORDINANCES TO ALLOW PUBLIC PARKING ON LOTS LOCATED IN SR-1, SR-2, LC AND GC-1 ZONING DISTRICTS AS A TEMPORARY USE SUBJECT TO CERTAIN CONDITIONS.**

**BE IT ORDAINED AND ENACTED BY THE MAYOR AND COUNCIL MEMBERS OF THE CITY OF ISLE OF PALMS, SOUTH CAROLINA, IN CITY COUNCIL ASSEMBLED:**

SECTION 1. That Paragraph (a) of Section 5-4-16, "Temporary uses," is hereby amended by adding a new subparagraph (4) to state as follows:

"4. Public parking on lots located in SR1, SR2, LC, and GC1 zoning districts, for a period not to exceed four (4) consecutive months, to provide off-site, overflow parking facilities when authorized by City Council to alleviate public safety concerns caused by parking congestion."

SECTION 2. That should any part of this Ordinance be held invalid by a Court of competent jurisdiction, the remaining parts shall be severable therefrom and shall continue to be in full force and effect.

SECTION 3. That all ordinances or parts of ordinances conflicting with the provisions of this Ordinance are hereby repealed insofar as the same affect this Ordinance.

SECTION 4. That this Ordinance take effect and be in full force immediately.

PASSED AND APPROVED BY THE CITY COUNCIL FOR THE CITY OF ISLE OF PALMS, ON THE \_\_\_\_\_ DAY OF \_\_\_\_\_, 2018.

\_\_\_\_\_  
Jimmy Carroll, Mayor

(Seal)

Attest:

\_\_\_\_\_  
Marie B. Copeland, City Clerk

First Reading: \_\_\_\_\_

Public Hearing: \_\_\_\_\_

Second Reading: \_\_\_\_\_

Ratification: \_\_\_\_\_

Title 5 – Planning and Development  
Chapter 4 – Zoning  
Article 1 – General Provisions

Sec. 5-4-16. - Temporary uses.

- (a) The Zoning Administrator may issue temporary permits for the following uses:
- (1) Religious meetings in a temporary structure in GC zoning districts for a period not to exceed seven (7) consecutive days;
  - (2) Open lot sale of Christmas trees in the GC and LC zoning districts for a period not to exceed forty-five (45) consecutive days;
  - (3) Storage and office trailers for use as construction storage and Contractor's office during construction in any district, except in fully or substantially fully developed residential districts, for a period of twelve (12) consecutive months, provided that such office is placed on the property under construction;
  - (4) Public parking on lots located in SR1, SR2, LC, and GC1 zoning districts, for a period not to exceed four (4) consecutive months, to provide off-site, overflow parking facilities when authorized by City Council to alleviate public safety concerns caused by parking congestion.
- (b) Any person, company or organization to be permitted under this section to place a mobile home, storage or office trailer must agree by written letter delivered to the Zoning Administrator prior to issuance of the permit that in the event a named storm is identified by the national weather service with a projected path that includes the City, that the permittee will cause the temporary structure to be disconnected from all water, sewer and electrical connections and removed from the City limits upon the County Emergency Operations Center declaring the City under OPCON 2.



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## The Citadel Beach Club

[Home](#)

[Event Space](#)

[Venue Policies](#)

[FAQ](#)

[Photo Gallery](#)

[Directions & Map](#)

[History](#)

[Beach Access & Parking](#)

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# Beach Access & Parking Information

Hours of Operation	Gates Open	Facilities Open	Facilities Close	Gates Close
Peak Season Memorial Day to Labor Day	8:30am	9:30am	6:30pm	8:00pm

Regular Season September to May	8:30am	9:30am	4:30pm	5:00pm
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### Eligibility and Policies:

#### Citadel Brigadier Foundation

*Bulldog, President, General, Chairman & Executive Levels*

Decal for the current year.



#### Citadel Foundation

*Sword & Shako Circle, Palmetto Regiment, Dean's List, Gold Stars & Esprit de Corps*

Decal for the current year.



#### Citadel Alumni Association

*CAA Lifetime Member*

Decal or membership card.



#### Faculty, Staff, CGC Students & Cadets

Citadel-issued parking pass, parking decal or Citadel ID

- Parking attendants will be posted at the gate Friday through Sunday and for special events and holidays during peak season.
- Please have your decal, parking pass or ID clearly displayed.
- One vehicle is allowed onsite per decal/parking pass/ID.
- A Citadel ID displayed on the dashboard is acceptable for students, faculty and staff.

#### General Rules

- The use of tobacco and smoking products of any type is prohibited, in accordance with The Citadel's Tobacco Product Free Campus Policy (Memorandum 2-014). This policy applies to all areas, indoors and outdoors, of The Citadel Beach Club.

Guests in violation of this policy may be removed and barred from the property.

- Grilling or open flame of any kind are prohibited on the property.
- Overnight parking is not allowed. Vehicles remaining onsite after gates close are subject to towing at owner's expense.
- The Citadel reserves the right to evacuate and close the property upon receipt of a National Weather Service advisory indicating a potential threat to the South Carolina coast.

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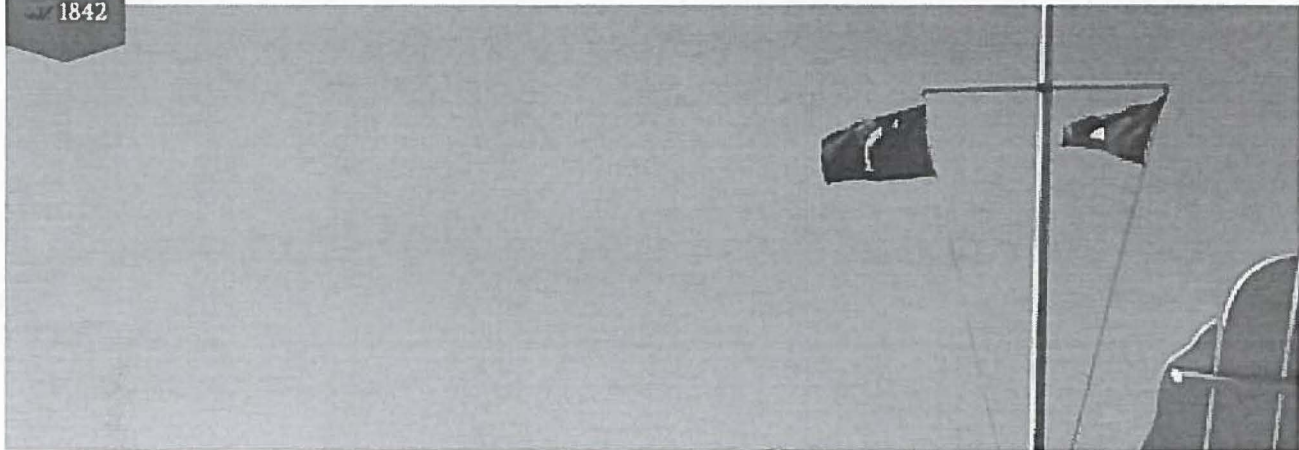
KEEPING THE CITADEL SAFE

[Click here](#) for emergency contacts, weather, health and safety information.

FRAUD, WASTE & ABUSE COMPLIANCE HOTLINE:

Call 855-280-8357 (Toll Free), or fill out a [confidential form here](#).

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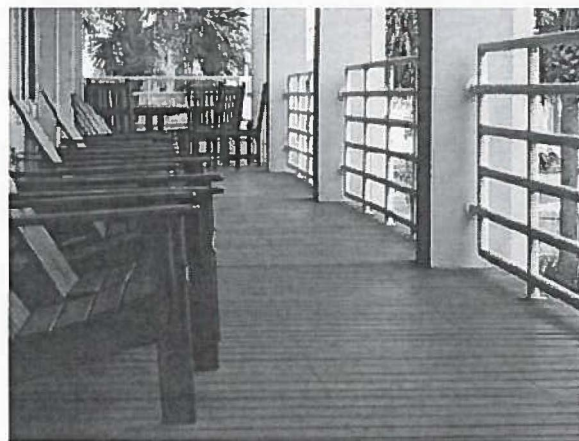
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## The Citadel Beach Club

[Home](#)[Event Space](#)[Venue Policies](#)[FAQ](#)[Photo Gallery](#)[Directions & Map](#)[History](#)[Beach Access & Parking](#)[Contact](#)

## Venue Policies

Reservation Process: The Beach Club Ballroom and the Blue & Grey Pavilion are available to outside groups as well as to The Citadel Family. Complete the Reservation Request Form for more information and availability. A signed contract and non-refundable deposit are required to confirm the reservation.



**Vendors:** All vendors providing services are required by the Isle of Palms to possess a business license. Visit [www.iop.net](http://www.iop.net) for more information. Vendors must possess proper insurance coverage and that information must be included with the Venue Worksheet 14 days prior to the event.

**Catering & Bar Service:** The Citadel Beach Club has an exclusive caterer. Outside catering is not allowed. For menu pricing and more information, please contact Bonnie Thompson, Catering Director, (843) 953-6951, or by email.

**Alcohol Policy:** Outside alcoholic beverages and cash bars are not allowed. Alcohol may not be served to minors or anyone appearing to be intoxicated. Alcoholic beverages may not be taken beyond the front or side lawns of the property or onto the beach. Last call will be 30 minutes prior to the event end time, and all outdoor bar service must end at 9:30pm.

**Security:** A minimum of two security guards are required for up to 150 guests and additional security will be required for larger events. Security must be scheduled for the duration of the event as listed in the contract and must be present until the last guest leaves. The Citadel reserves the right to require additional security if the event is deemed to be high risk.

**Rental Times:** The Beach Club Ballroom is available for rental from 10am – 11pm. Nothing may be set-up earlier than the contracted time and the event must be fully broken down by the end time.

The Blue & Grey Pavilion is available for rental all day, 10am - 9pm, or as a half-day rental, from 10am – 3pm or 4pm – 9pm.

**Noise Ordinance:** The Isle of Palms noise ordinance is strictly enforced and includes music and any other noise. Quiet is required Sunday through Thursday from 10pm to 10am and Friday and Saturday from 11pm to 10am. A violation of these requirements may subject you, your vendors and your guests to a fine and court costs. The Citadel reserves the right to end events prior to the contracted end time in the case of warnings or violations.

**Peak Season:** The months of April, May, June, September and October are considered to be Peak Season at the Beach Club. During that time, weekend rental requests of the Beach Club Ballroom will be given priority over the Blue & Grey Pavilion. All day rentals of the Pavilion without rental of the Ballroom cannot be confirmed until 90 days prior to the scheduled event date.

**Set-Up and Clean Up:** Standard banquet tables and chairs are included with the rental of the Beach Club Ballroom. Additional indoor and/or outdoor furniture can be rented through a rental company. The event will be set per the approved floor plan submitted with your event worksheet. There is a \$100 flip fee charge if you require different set-ups in the Ballroom during the event (example: ceremony to seated dinner). Any requests made on the day of the event to change the approved floor plan could result in overtime set-up fees.

All rental items, decorations or other personal items must be removed at the conclusion of your event and nothing can be stored overnight. Anything left behind will be discarded and overtime cleaning fees could apply.

**Decorations:** Rice, sparklers, flower petals, bird seed & confetti, fog machines, open flames and candles are not allowed inside or outside on the property. No items are allowed to be stapled, nailed or glued to the walls. The onsite coordinator or facility manager must approve any decorations attached to the walls in advance of the event.

Glassware may only be used inside the Ballroom. Glass containers, breakable items, ceramic, china, wine glasses, coffee cups and other containers are not allowed on the patio, front lawn or in the Pavilion. There will be a charge of \$250 per instance if broken glass must be cleaned up outside.

**Event Planning & Coordination:** To ensure things run smoothly on the day of your event, we require:

- \* A qualified event planner to serve as the main point-of-contact and decision maker on the day of your event.

- \* A scheduled final walk-through with our onsite coordinator at least two weeks prior to your event.
- \* A completed Venue Worksheet and Vendor Contact List, required at the time of your final walk-through appointment or at least two weeks prior to your event.

**Parking and Beach Access:** Guests must display the Citadel-issued parking passes upon arrival. Failure to do so could result in ticketing or towing. All vehicles must be removed from the Beach Club property at the conclusion of the event, as listed on the parking pass. Vehicles that remain on property after the conclusion of the event are subject to towing at owner's expense.

The Beach Club grounds offer beach access and parking for Citadel faculty, staff, students, Life Members of the Alumni Association and members of The Citadel Foundation and The Citadel Brigadier Foundation. The beach access cannot be blocked and access will continue to be available for The Citadel Family, regardless of the event booked in the Ballroom or Pavilion. The parking lot and facilities are not open to the general public at any time.

**Weather:** Rentals are confirmed rain or shine. The Citadel reserves the right to cancel events upon receipt of a National Weather Service advisory indicating a potential threat to the South Carolina coast. We will stay in contact with you in the days leading up to your event if there are any indications of potential weather threats. In the extreme case of cancellation by The Citadel due to a weather emergency, all efforts will be made to reschedule the event and accommodate your preferred date and time.

**Additional Policies:** The use of tobacco and smoking products of any type is strictly prohibited, in accordance with The Citadel's Tobacco Free Campus Policy (Memorandum 2-014). This policy applies to all areas, indoors and outdoors, including the parking lot and lawn. Guests in violation of this policy may be removed and barred from the property. Violation of this policy may result in forfeiture of the security deposit, additional fees, and/or termination of the event.