



SURFSIDE BEACH TOWN COUNCIL REGULAR MEETING
Council Chambers, 115 US Highway 17 North, Surfside Beach, SC 29575
Tuesday, November 25, 2014 ♦ 6:30 p.m.
www.surfsidebeach.org - ☎ (843) 913-6111 📠 (843) 238-5432

PUBLIC HEARING: The Surfside Beach Town Council will hold a public hearing on Tuesday, November 25th at 6:00 p.m. to hear public comments on the proposed changes to Chapter 14, Flood Damage Prevention, Article III, Stormwater Management, of the Town Code of Ordinances.

TOWN COUNCIL MEETING AGENDA

1. **CALL TO ORDER** – Mayor Douglas F. Samples
2. **INVOCATION AND PLEDGE OF ALLEGIANCE**
 - A. Invocation: Pastor David Pohto, Surfside First Baptist Church
 - B. Pledge of Allegiance: Mayor Samples
3. **AGENDA APPROVAL**
4. **MINUTES APPROVAL** - Regular Meeting November 10, 2014
5. **PUBLIC COMMENTS – Agenda Items Only.** (3-minutes per speaker)
6. **COMMUNICATIONS**
 - A. Department Reports
 - i. Finance
 - ii. Public Works
 - iii. Special Events and Recreation
 - B. Administrator’s Report
7. **BUSINESS**
 - A. First Reading - Ordinance #14-0791 to amend Chapter 14, Flood Damage Prevention, Article III, Stormwater Management, Director Adair
 - B. Accommodations Tax Committee Recommendations, Administrator Fellner
8. **TOWN COUNCIL DISCUSSION** –
Any matters of concern or information to be discussed by Town Council.
9. **PUBLIC COMMENTS – General Comments.** (5-minutes per speaker)
10. **TOWN COUNCIL COMMENTS**
11. **EXECUTIVE SESSION** Pursuant to Freedom of Information Act (FOIA)
 - A. §30-4-70(a)(1) to discuss multiple matters of employment, appointment, compensation, promotion, demotion, discipline, or release of an employee
 - B. §30-4-70(a)(2) to discuss proposed contractual arrangements, proposed sale or purchase of property
12. **ADJOURNMENT**



**SURFSIDE BEACH TOWN COUNCIL
REGULAR MEETING MINUTES
NOVEMBER 10, 2014 ♦ 6:30 P.M.
TOWN COUNCIL CHAMBERS**

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11
12 **1. CALL TO ORDER.**
13

14 Mayor Samples called the regular meeting to order at 6:30 p.m. Mayor Samples, Mayor Pro Tempore
15 Pellegrino, and Councilmembers Childs, Johnson, Mabry, Magliette, and Stevens were in attendance. A quorum
16 was present. Others present: Administrator Fellner; Town Clerk Herrmann; Finance Director King; Fire Chief Fox;
17 Police Chief Keziah, and Planning Director Morris.
18

19 Mayor Samples said that this meeting was held on Monday, because Tuesday, November 11, 2014 was
20 Veterans Day. He invited everyone to attend the Veterans Day Service on Tuesday at 2:00 p.m. Mayor Samples
21 explained that the town chose to hold its Veterans Day Service at 2:00 p.m. so Veterans and the public could attend
22 more than one service. Historically, Veterans Day Services were held at eleven o'clock to recognize the signing of
23 the Armistice Treaty at the eleventh hour on the eleventh day of the eleventh month of 1918.
24

25 **2. INVOCATION AND PLEDGE OF ALLEGIANCE.**
26

27 A. Invocation: Pastor Robert Hayes, South Strand Assembly of God, gave the invocation.
28

29 B. Pledge of Allegiance: Mayor Samples lead the Pledge.
30

31 **3. AGENDA APPROVAL**
32

33 Mr. Childs moved to adopt the agenda as presented. Mr. Stevens seconded. All voted in favor. **MOTION**
34 **CARRIED.**
35

36 **4. MINUTES APPROVAL**
37

38 **A. Public Hearing Minutes October 28, 2014 and B. Regular Meeting Meetings October 28, 2014.**
39

40 Mr. Childs moved to adopt the Public Hearing Minutes of October 28, 2014 and the Regular Meeting
41 Minutes of October 28, 2014 as presented. Ms. Mabry seconded. All voted in favor. **MOTION CARRIED.**
42

43 **5. PUBLIC COMMENTS – Agenda Items Only. (3-minutes per speaker)**
44

45 Mr. Buck Ricks, 4th Avenue South, said he appreciated council's decision to allow elevators, which would
46 not only help elderly residents, but also the business community. In regard to the CRS (Community Rating System)
47 regulations, page 7 states that no enclosures are allowed. Chairs and grills not placed in storage do not cause
48 problems during storms. However, the city dumpster did cause a problem. He thought it would be nice to have a
49 storage place for yard tools like lawn mowers, rakes, and watering cans, because green space was required to be
50 maintained. Referring to page 20, he read, "... limited storage of maintenance equipment used in conjunction with
51 the premises." The LMWA (Limited Moderate Wave Action) line did not prevent the need for maintenance
52 equipment. He "prayed" that council would consider that. He said page 26 states "insect screening shall be
53 prohibited below the base flood elevation." Mr. Ricks could not see where an insect screen would impede
54 floodwaters whatsoever. According to the Centers for Disease Control, there have been over 700 deaths in the
55 United States from West Nile Virus. It would be nice to be allowed to screen areas for family gatherings.
56

57 **6. COMMUNICATIONS**

58
59 **A. Comprehensive Annual Financial Report June 30, 2014, Harper, Poston, & Moree, PA, CPA.**

60
61 Mr. Bob Harper presented the executive summary, a copy of which is on file along with the Comprehensive
62 Annual Report. He said that there were no exceptions or disclosures, so the town has what he declared to be a
63 “clean audit.” He explained the contents of each page as follows:

- 64
65 • Page 1: statement that Harper, Poston and Moree did, in fact, prepare the audit report in accordance with
66 Governmental Standards in accordance with GASB 34
67
68 • Page 2: Statement of Net Position using accrual basis showing a net representation of the town’s value:
69 Total Assets of \$23,140,132 less Total Liabilities of \$1,516,720 equals **Total Net Position** of \$21,623,412
70
71 • Page 3: Revenues, Expenses, and Change in Net Position: Total General Revenues of \$6,232,319 plus
72 Total Program Revenues of \$2,659,775 less Total Expenses of \$8,058,226 equals **Change in Net Position**
73 to \$833,868
74
75 • Page 4: Governmental Fund Type Revenues (proportionate percentage): Taxes & Fees \$3,997,211
76 (54.84%); Licenses and Permits \$1,589,382 (21.81%); Fines and Forfeitures \$163,446 (2.24%); Parking
77 Meters \$223,480 (3.07%); Intergovernmental \$1,148,416 (15.76%), and Other Revenue of \$166,155
78 (2.28%) equals **Total Governmental Funds Revenues** of \$7,288,090
79
80 • Page 5: Governmental Fund Type Expenditures (proportionate percentage): General Government
81 \$1,116,495 (17.01%); Public Safety \$2,765,259 (42.12%); Building and Zoning \$211,862 (3.23%);
82 Grounds \$299,740 (4.56%); Streets \$748,886 (11.41%); Intragovernmental Maintenance \$113,937
83 (1.73%); Culture and Recreation \$319,462 (4.87%); Non-Departmental \$344,076 (5.24%); Capital Outlay
84 \$557,558 (8.49%), and Debt Service \$88,108 (1.34%) equal **Total Governmental Funds Expenditures** of
85 \$6,565,383
86
87 • Page 6: Enterprise Funds: Revenues: Sanitation Services \$1,349,232; Pier Admissions and Rentals
88 \$382,258; Transfers from other Funds \$47,960; Grant Revenue \$73,766, and other Miscellaneous
89 Revenues \$3,902 equals **Total Revenues** \$1,857,118. Expenses: Operating Expenses – Sanitation
90 \$1,042,045; Operating Expenses – Pier \$166,717; Interest Paid to General Fund for Pier Purchase \$16,096,
91 and Transfers to Other Funds \$137,400 equals **Total Expenses** \$1,362,258. **Enterprise Funds Net**
92 **Income** equals \$494,860.

93
94 Mr. Harper offered to answer any questions Town Council might have once they have reviewed the
95 executive summary and/or annual report.

96
97 **B. NAICS (North American Industrial Classification System) Presentation, Melissa Carter,**
98 **Research and Legislative Liaison for the Municipal Association of South Carolina (MASC.)**

99
100 Ms. Carter said the town had not upgraded its business license classifications for many years nor had it
101 discontinued using the Standard Industrial Classification Code (SIC) which was discontinued over 20 years ago.
102 MASC owns the business license model that has withstood two Supreme Court tests as being a fair and rational
103 system. The court cases were based on the frequency that businesses were classified or reclassified, which must be
104 done in a timely manner so that businesses were charged a fair and equitable rate. The premise of the MASC model
105 is that those businesses that make the most money pay the highest rate; therefore, businesses with lower income pay
106 lower rates. The classifications are analyzed annually based on IRS data. MASC encourages the town to adopt an
107 ordinance utilizing the NAICS system that is used for federal income tax purposes, and that the schedule be
108 reviewed at least every two years. Out of 3,195 town businesses licenses, the proposed changes would result in 80-
109 percent of the businesses having either no change or a decrease in rates; eight businesses would have increases of at
110 least \$200, and about 17 businesses would have a decrease of at least \$200. Ms. Carter warned that if the town did
111 not act on this matter, the State Legislature would eventually pass legislation that would require the town to act.

112 Adoption of a new ordinance and the NAICS system would put the town in a revenue neutral position. Ms. Fellner
113 said she spoke with attorney Danny Crow regarding the town's proposed ordinance and informed Town Council that
114 the ordinance would be presented under discussion as soon as it was ready. **COUNCIL CONCURRED to place**
115 **the proposed ordinance under "Town Council Discussion" when it was ready for presentation.**

116
117 **C. Coastal SC Chapter of the American Red Cross, Executive Director Nancy Conley to receive**
118 **donation from Surfside Beach Police Department.**

119
120 On behalf of the town and the police department, Chief Keziah presented Director Conley with a check in
121 the amount of \$531 for the Red Cross to use in its efforts to serve the community. The funds were raised at the
122 police officers' dunking booth during the annual festival. Director Conley thanked Chief Keziah and the town. Her
123 staff participated in the festival and several people that visited the booth volunteered to serve with the Red Cross.
124 She appreciated the cooperation between the Red Cross and the Town of Surfside Beach.

125
126 **D. Department Reports.**

127
128 **i. Fire.** Chief Fox presented the departmental report, a copy of which is attached to these minutes and
129 made a part hereof by reference.

130
131 Ms. Mabry thanked Chief Fox for the report and said she appreciated the community outreach programs.
132 Chief Fox said those programs would expand as time goes on.

133
134 **ii. Planning, Building and Zoning.** Director Morris presented the departmental report, a copy of which is
135 attached to these minutes and made a part hereof by reference. There were no questions or comments by Town
136 Council.

137
138 **iii. Police.** Chief Keziah presented the departmental report, a copy of which is attached to these minutes
139 and made a part hereof by reference.

140
141 Ms. Mabry said they had previously talked about drugs that either were transported through town or are
142 found in town. She asked what the policy was for drugs. Her friend that lives in the county saw drug dealing on
143 their street, but the county was not interested in responding. Chief Keziah said the department enforces all drug
144 violations, regardless of the amount or value. Ms. Mabry said that was the answer she wanted; she hoped the town
145 continued having that reputation.

146
147 Mayor Samples said that was a nice letter the police staff received and he appreciated it being shared in the
148 council package.

149
150 **E. Administrator's Report.** Ms. Fellner reported the following:

151
152 North End Stormwater Projects. The contractor was completing the stormwater drainage project work at
153 3rd Avenue North. The 16th Avenue North project will begin sometime this week. The project is on schedule.

154
155 Fire Hydrants & Waterlines. Chief Fox, Mr. Martin, the council-appointed liaison to Grand Strand Water
156 and Sewer Authority (GSWSA), and she met with representatives to discuss the fire hydrant and water-main pipe
157 size issues throughout town. GSWSA determined via its GIS (Geographic Information System) that of the 18 areas
158 there only nine hydrants require a waterline upgrade. The other nine hydrants only need a tap and set. A hydrant
159 cost about \$750, plus labor for the tap and set. Chief Fox would reassess the nine areas that require waterline
160 upgrades for possible economies and scope. For instance relocating hydrants; some would require 800 feet of pipe.
161 The plan is to budget the project over the next two fiscal years, instead of asking for a budget amendment this year.
162 Mayor Samples asked if the nine lines were 2-inch lines. Ms. Fellner said those nine are 2-inch water lines, but for
163 sufficient water flow to fight fire the waterline must be at least 6-inches.

164
165 Infrastructure Committee. The infrastructure committee met today with Grand Strand Area Transportation
166 Study (GSATS) and South Carolina Department of Transportation (SCDOT) representatives to discuss moving the
167 budgeted Highway 17 improvements forward. Lia Quattlebaum, project manager for SCDOT, indicated that she

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168 would move forward with a request for proposals (RFP) in the hiring of a design firm. The process will take
169 approximately six months, at which time the infrastructure committee will again meet with the contractor, GSATS
170 and SCDOT personnel for an initial input meeting. Public input will be part of the process prior to finalization of
171 any plans voted on by Town Council. Mayor Samples asked how Ms. Fellner would characterize SCDOT's opinion
172 of the town's quest for economic development in regards to 11th Avenue North. Ms. Fellner said they group thought
173 the engineer would again insist that 13th Avenue North is the right place for a traffic light. Mayor Samples said
174 there are many people interested; Town Council discussed the need for the light, because the largest undeveloped
175 commercial lot in town is on the west side of Highway 17 at 11th Avenue North. After council discussion; council
176 thought 11th Avenue North might be a viable alternative. SCDOT representatives said development would have to
177 be completed before a light at 11th Avenue North would be considered. Ms. Quattlebaum said today that SCDOT is
178 looking at 13th Avenue North for a traffic light, but that the light could be configured to prohibit through-traffic from
179 Platt Boulevard travelling onto 13th Avenue North. Mayor Samples continued saying that anytime a federal
180 highway was involved, the interest of all the stakeholders would be considered. For years and years, Deerfield
181 residents have sought easy access to Highway 17. Based on Ms. Fellner's comments, Mayor Samples said the town
182 would not see any designs for a year. The impression council had was that there would be no improvements along
183 Highway 17 in the town until there was a resolution to the traffic light location.

184
185 Technology Issues. The back-up list and plan for sending out emergency notices to the PHP list has been
186 tested and is now available for use. The clerk has used it on two occasions so proper operation could be verified.
187 The webcam code was rewritten and viewing on the resource page has been restored.

188
189 Water Tower Branding. To make sure Town Council agrees with branding on the water tower, Ms. Fellner
190 asked Town Council for consensus to add the words "The Family Beach" under the logo at a cost of \$1,200, which
191 was not a budgeted expenditure. **COUNCIL CONCURRED.**

192
193 Responses to public comments:

194
195 **Concern:** Three citizens asked Town Council to consider elevators and other limitations with respect to
196 the new CRS (Community Rating Service) requirements.

197 **Response:** The town realizes the need to be flexible in supporting its businesses. Consequently, fill on
198 land and elevators will be allowed even though the town will lose CRS points with FEMA (Federal Emergency
199 Management Agency.)

200
201 **Concern:** A citizens expressed an opinion that a light at 11th Avenue North would be a bad idea. The
202 citizen further felt the light should be at 16th Avenue North, which the citizen felt would serve to decrease traffic
203 accidents from traffic out of Deerfield and reduce traffic jams at Highway 544.

204 **Response:** This matter was just addressed by Mayor Samples during the previous infrastructure committee
205 comments.

206
207 **Concern:** A citizen wanted the town to place a traffic light at 10th Avenue South.

208 **Response:** This was answered at the council meeting, but for the public's benefit that might not have
209 attended, \$500,000 of GSATS money was appropriated for a traffic light at 10th Avenue South. Engineering for the
210 project cannot begin before April 2015; construction could begin as early as October 1, 2015. Once SCDOT hires
211 an engineer, more accurate start dates should be available. Construction most likely would not begin until 2016.

212
213 **Concern:** A citizens asked the town to consider all options and information before making a decision on
214 traffic light locations.

215 **Response:** Both the infrastructure committee and Town Council are considering all information and input
216 regarding this matter and will also be reviewing all options presented by SCDOT and its designer prior to a final
217 decision being reached.

218
219 **Concern:** A citizen stated that there are many safety issues regarding golf carts, i.e. under-age drivers and
220 single golf carts taking up a full-sized vehicle parking space.

221 **Response:** The town's police department continues to enforce under-aged driving of golf carts when they
222 observe violations. Residents with parking decals and those who pay to park in accordance with the ordinance may
223 park in any parking space. The town, along with the parking committee, has identified additional legal golf cart

224 parking spaces and will endeavor to stripe and sign them prior to the next parking season, which begins March 1,
225 2015.

226
227 **Concern:** A citizen asked council to continue to use committees to help keep the public involved in town
228 decisions.

229 **Response:** Town Council strongly believes that the creation of *ad hoc* committees is a useful tool to study
230 specific matters of concerns. *Ad hoc* committees are, however, by nature usually finite. They are formed to study a
231 specific subject and usually disband once their findings are reported. The theory is that if additional or new
232 problems concerning the subject matter ensue, another *ad hoc* committee could be appointed to address the existing
233 issues at that time. That is basically the tenant under which *ad hoc* committees function. Town Council values
234 public input and involvement, and in no way wishes to limit it, but rather to direct it towards specific matters it
235 determines to be of concern at any one particular point in time.

236
237 Ms. Fellner said there were a number of other public comments that did not require responses. There were
238 no questions or comments from Town Council.

239
240 **7. BUSINESS**

241
242 **A. Second Reading Ordinances.**

243
244 **i. #14-0787 to amend Section 9-9 Charges to increase pier parking to \$1.50 per hour; to allow**
245 **nonresident property owners two (2) free parking decals; to add a trial season for selling 100 nonresident**
246 **parking permits at \$100 each, and to codify that participants in the Guy Daniels Surf off shall be issued**
247 **permits for free parking, Administrator Fellner.**

248
249 Ms. Fellner presented the issue paper noting that Mr. Childs brought to her attention that permit parking
250 was not included; a proposal was presented for Town Council to consider that added paragraph 7,

251
252 (7) Permit Parking. Legally marked parking spaces on the west side of Ocean
253 Boulevard beginning at 15th Avenue North and ending at Melody Lane shall be reserved for
254 vehicles displaying a current town issued parking decal.

255
256 Mr. Childs moved to adopt second reading of Ordinance #14-0787 with an amendment to add “paragraph
257 7, Permit Parking. Legally marked parking spaces on the west side of Ocean Boulevard beginning at 15th Avenue
258 North and ending at Melody Lane shall be reserved for vehicles displaying a current town issued parking decal.”
259 Mr. Stevens seconded.

260
261 Mr. Childs also said that prohibiting parking on the east side of Ocean Boulevard was not included in the
262 ordinance and it should be. Several member agreed.

263
264 Mr. Magliette asked if Seaside Drive should be included in the ordinance, because meters were being
265 removed and people could park there.

266
267 Mayor Samples said it was a matter of policy versus ordinance which could be enforced by the police
268 department. Ms. Fellner said there are 19 parking spaces on Seaside Drive, where parking was allowed unless the
269 area was signed “no parking.” Mayor Samples was concerned with the wording “legally marked.” He asked the
270 administrator to explain how the spaces would be marked. It was the same question Mr. Magliette had; how would
271 the public know it was a legal parking space? Ms. Fellner said the spots would be identified as parking spaces,
272 otherwise, people would park all over the place. Mayor Samples said that Town Council voted to allow permit
273 parking on the west side of Ocean Boulevard. He did not want to hear the statement “they are not legally marked.”
274 Ms. Fellner believed a sign stating permit parking only would be legal notice; other signage prohibiting parking
275 within 30 feet of intersections would also be posted.

276
277 Mr. Pellegrino reiterated his disagreement with permit parking on the west side of Ocean Boulevard. He
278 believes this will open another scope of problems for the tourist community and tourism businesses.

279

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280 Mr. Johnson said parking had been an issue for 30-years. Parking was prohibited on the east side of Ocean
281 Boulevard due to safety issues. In his opinion, that was ludicrous, because parking on the west side of Ocean
282 Boulevard created more safety issues. He asked what Town Council was trying to accomplish.

283
284 Mayor Samples said larger issues were being discussed when council should be focusing on the
285 amendments.

286
287 Mr. Stevens assumed the State Law would be followed insofar as the parking space sizes, etc. Ms. Fellner
288 said yes, just as all the metered spaces were done. The parking spaces on Ocean Boulevard were wheeled
289 (measured) out and meet the state criteria.

290
291 Mayor Samples said for the record, “the legally, what’s the words again?” Ms. Fellner said legally marked
292 parking spaces. Mayor Samples: “Legally marked, and that permit signs, signs that say parking by permit will
293 satisfy the criteria. Are we gonna have to put up signs at each parking space? Or...how are we gonna mark these?”
294 Ms. Fellner asked if Town Council would like to remove the words “legally marked.”

295
296 Mr. Childs moved to amend paragraph 7 to omit the words “legally marked” and to add paragraph 8 to
297 prohibit parking on the east side of Ocean Boulevard. Ms. Mabry seconded. Mr. Johnson asked that the motion be
298 read. Ms. Fellner read,

299
300 (7) Permit Parking. Parking spaces on the west side of Ocean Boulevard beginning at
301 15th Avenue North and ending at Melody Lane shall be reserved for vehicles displaying a current
302 town issued parking decal; and

303
304 (8) Parking shall be prohibited on the east side of Ocean Boulevard, except between
305 16th and 17th Avenues North.

306
307 Councilmembers Childs, Mabry, Magliette, and Stevens voted in favor. Mayor Samples, Mayor Pro Tem
308 Pellegrino, and Councilmember Johnson voted against. **MOTION TO AMEND CARRIED.**

309
310 Mayor Samples called for discussion on the amended primary motion. There being none, a vote was
311 called. Councilmembers Childs, Mabry, Magliette, and Stevens voted in favor. Mayor Samples, Mayor Pro Tem
312 Pellegrino, and Councilmember Johnson voted against. **MOTION CARRIED AS AMENDED.**

313
314 **ii. #14-0788 regarding Floodplain Management in response to CRS requirements from FEMA,**
315 **Director Morris.**

316
317 Director Morris presented the consideration paper, a copy of which is on file. At the public hearing there
318 was concern expressed because elevators were not going to be allowed in the V flood zone and the ability to fill low
319 lying lots. The CRS FEMA committee addressed those issues in a recent meeting that most councilmembers
320 attended. The ordinance was amended to allow property owners to use fill and amended first reading to allow
321 elevators within the V flood zone as requested by the CRS committee and Town Council.

322
323 Ms. Mabry moved to adopt Ordinance #14-0788 with an amendment to page 26, paragraph (14) to omit the
324 third line beginning with “Elevators and open stairways shall be exempt” through the end of the paragraph and to
325 insert “Elevators and all stairways will be permitted below the BFE provided they meet the minimum requirements
326 of the NFIP.” Mr. Child seconded.

327
328 Mr. Johnson asked what effect this would have on the town’s rating. Ms. Morris said some credit would be
329 lost, but there was a give and take. The town did not want to lose the commercial businesses in that area. The loss
330 would be minimal compared to what the town might lose. Mr. Johnson asked what effect allowing the fill had. Ms.
331 Morris said the town would lose about 280 points for the fill. The town has many on-going residential projects and
332 every one of them is using fill. The benefit is that upon adoption of this ordinance, R-1 district property must have a
333 stormwater plan. R-1 property was not required to have a stormwater plan under the current code. The town may
334 gain some points back. The requirement will certainly help with other stormwater issues in the future. Also,
335 compaction tests are required for any property using fill for structural use. Ms. Morris said the accommodations

336 recommended by the committee and Town Council are for the benefit of commercial properties in the V flood zone.
337 Mr. Johnson asked what percentage of property in the V flood zone was commercial. Ms. Morris said currently
338 there were five commercial properties adjacent to or located in the V zone. The town's V zone is very minimal
339 now; but once the flood maps are prepared that might change. Mr. Johnson asked how many commercial properties
340 were in the AE flood zone. Ms. Morris did not know; any commercial property along Ocean Boulevard is in an AE
341 zone, except the five that are in the V zone, which is very close to the water.
342

343 Mr. Pellegrino said new construction on 13th Avenue North created a flooding problem for one of the
344 neighbors. He asked if the required stormwater plan in the R-1 district would prevent that in the future. Ms. Morris
345 said yes, it would. This ordinance addresses the requirement for a stormwater plan in the R-1 district and it will be
346 implemented upon adoption of this ordinance. She said Mr. Adair is preparing a separate stormwater ordinance for
347 Town Council consideration, explaining that zoning issues only deal with private property; public works deals with
348 public property.
349

350 Mr. Stevens believed the ordinance as proposed allowed elevators. Ms. Morris said the very last sentence
351 which would be omitted by the motion refers to a technical bulletin, which is just one phase of the National Flood
352 Insurance Program. Staff did not want to identify just one. FEMA advised her that the technical bulletins are
353 frequently amended. Mr. Stevens proposed a situation regarding a family that lived in a house without an elevator.
354 Due to an accident, a child that became physically challenged. He asked if they could have add an elevator. Ms.
355 Morris said yes; the ordinance allows both commercial and residential properties to have an elevator.
356

357 All members voted in favor. **MOTION CARRIED.** Mayor Samples said second reading was adopted.
358

359 **B. Committee Appointments** (May be deferred until after executive session.) **i. Board of Zoning**
360 **Appeals Appointment: Mr. Timothy Courtney; ii. Stormwater Committee: Mr. Ron Crouch, and iii.**
361 **Construction Board of Appeals: Mr. Orlando Arteaga.**
362

363 Mr. Magliette said there was no need for executive session, because all volunteers were qualified to serve.
364 Mr. Magliette moved to appoint Mr. Timothy Courtney to the Board of Zoning Appeals; Mr. Ron Crouch to the
365 Stormwater Committee, and Mr. Orlando Arteaga to the Construction Board of Appeals. Mr. Stevens seconded. All
366 voted in favor. **MOTION CARRIED.**
367

368 **8. TOWN COUNCIL DISCUSSION** – Any matters of concern or information to be discussed.
369

370 Mayor Samples said the council was going on a two-day retreat at Brookgreen Garden beginning at nine
371 o'clock on Wednesday and Thursday mornings, November 12th and 13th. The public was invited. He asked Chief
372 Keziah if he would check on the possibility of installing a 4-way stop at Pine and Poplar Drives. Chief Keziah said
373 the site survey had already been done and the intersection was being changed to a 4-way stop this week. The
374 parking lot at the police station was being reconfigured to accommodate sight lines.
375

376 Mr. Childs thanked Chief Keziah for his fast work on the 4-way stop. Two or three people have
377 complained and other councilmembers also agreed the 4-way stop was a good idea. It was long over-due.
378

379 **9. PUBLIC COMMENTS – General Comments.** (5-minutes per speaker)
380

381 Mr. Timothy Courtney thanked Chief Keziah and Lieutenant Hofmann for their work on the traffic
382 situation at 15th Avenue South and Poplar Drive. The neighborhood was very happy with their work.
383

384 Mr. Harry Kohlmann, South Ocean Boulevard, said the traffic lights were very, very important and had
385 been discussed for two or three years. SCDOT wanted a light at 13th Avenue North the several years ago, but the
386 town disagreed. He did not think SCDOT would change its mind, because the Deerfield traffic comes out there. He
387 understood that residents on 13th Avenue did not want all that traffic driving by their houses. He did not understand
388 why it would be any different for the residents on 11th Avenue who would definitely be impacted by a traffic light as
389 would the residents on 16th Avenue. Looking at the big picture, regardless of where the light was placed it would
390 impact the residents. Unfortunately, there are many older residents that need assistance getting across Highway 17,
391 which is very dangerous. Mr. Kohlmann said unless he was wrong nothing would be done, not even the light at 10th

392 Avenue South, if the light was not placed at 13th Avenue North. The town needs these traffic lights, because there
393 are more people and cars travelling on the road. It is a very dangerous situation that cannot be put off. He was sorry
394 that residents at 13th Avenue might be upset, but the best decision had to be made for the whole community. He
395 offered this solution three years ago; make 13th Avenue North one way from Highway 17 to Poplar Drive.
396 (Unknown speaker said it was a state road.) Mr. Kohlmann said talk to SCDOT to change it, and to limit access
397 with directional curbs at the light. The common sense answer was that 13th Avenue made sense. He knew his
398 comments would upset some people, but there was an accident every other day at 15th Avenue North, because there
399 was no easy way to turn north onto Highway 17 from the west side. He encouraged council to please, please do the
400 right thing for the whole community.

401
402 Mr. Tim Cunningham, Cherry Drive, said he was directly affected by having a traffic light at 11th Avenue
403 North. He collected about 15 names from his neighborhood on a petition, including full and part time residents.
404 The concern might be alleviated by what he heard during discussion at this meeting that 13th Avenue may be the
405 chosen location. One note that had to be considered was that Deerfield Plantation residents wanted to have a way to
406 cross Highway 17. He bought his house on a residential street with limited access, because he did not want to live
407 on a major thoroughfare. His neighbors were concerned, because the family communities on 10th, 11th, 12th Avenues
408 North; Cedar Drive where children fish on the lake, and Poplar Drive are very active. People walk their dogs;
409 children and grandchildren play in the streets on their skateboards, and people use their golf carts. He did not want
410 to be derogatory, but the police did not enforce the speeding on their streets. Children at play and radar signs were
411 posted, but they did not help much. He and his neighbors wanted to know if 11th Avenue could be made a dead end
412 so no one would come onto the street or could speed bumps be added. He thought it was important for Town
413 Council to consider that a light on 13th Avenue would be equally beneficial to the commercial development of the
414 vacant property at 11th Avenue. He suggested that the light be placed at 16th Avenue North and that the town
415 consider annexing the shopping area on the west side of Highway 17 for more tax [revenue,] and limit ingress into
416 the town.

417
418 Mr. Matt Freedman, 11th Avenue North, said if council was looking for a street that did not go all the way
419 to the ocean, it would make more sense to use 15th Avenue North as it would serve the same purpose as 11th Avenue.
420 15th Avenue North goes across to the frontage road where Deerfield Plantation is located, but ends at Cherry Drive.
421 That area has fewer residential property so there would be less impact to residents. Also, a light at 15th Avenue
422 North would help with traffic backing up.

423
424 Mr. Richard Dressler, 11th Avenue North, had two complaints. One was the [American Heart Association
425 Beach Ride] fiasco on the beach this past weekend, the horse remnants are still on the beach. He believed the
426 councilmembers that supported the event should be required to clean the beach. The manure would stay there until
427 someone cleaned it. Number two was the speeding on 11th Avenue North was ridiculous. He requested a stop sign
428 or speed ramp on Cherry Drive and 11th Avenue North to slow traffic. To put a major thoroughfare through his
429 neighborhood with no sidewalks was ridiculous. He asked what would be done with the parking meters; he wanted
430 one for a souvenir. *(Laughter)*

431
432 Ms. Juanita Finley, 11th Avenue North, said her biggest complaint was the way this was handled. She
433 believed that the residents should be contacted for opinions before the town made major changes such as a traffic
434 light. Residents need time to discuss and make comments on the issues. The change would impact some residents
435 more than others, so regardless of where the light might be placed, the residents should be informed and have an
436 opportunity to discuss it with council.

437
438 **10. TOWN COUNCIL COMMENTS**

439
440 Mr. Johnson said the traffic light discussion was an initial consideration. Nothing was final. The town had
441 been through this several times. The outcome had always been the same; someone had their toes stepped on. When
442 another area was chosen, someone else was offended. This discussion was all “extremely preliminary.” Town
443 Council did not know that a traffic light would be placed there, because SCDOT has to receive a suggestion or plan
444 to get the process started. Trust him; this was just the initial stage. He did not think any councilmember would
445 make a decision without hearing and considering all comments. If a light is installed, it will probably be years from
446 now. He asked the public to bear with council and let members know their comments and concerns. Mr. Johnson
447 thanked everyone for attending and said God bless you.

Town Council Regular Meeting
November 10, 2014

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Mr. Childs said he was the only member that opposed allowing the American Heart Association Beach Ride. Town Council was assured that the beach would be properly cleaned. The horses would be at the water's edge where the tide would take care of any horse muck. He hoped that Town Council would take this into consideration next year when the request was made, because the same complaints were heard last year.

Mr. Stevens thanked everyone for attending the meeting and speaking on the traffic light concerns at 11th and 13th Avenues North. Nothing had been done yet. Town Council would definitely read the proposal before adopting it. There were five people who spoke at this meeting. He agreed with their comments, because he knew what it was like for the town to make changes to your area. Keep in mind that Town Council listens and would pay attention to their comments. Based on earlier comments, SCDOT was considering 13th Avenue North. The beach ride was discussed at the bocce ball court today. He was very disappointed that the representatives stood at the podium and said to the Town Council there would not be any mess on the beach. He said that was the first and last time that he would vote in favor of horses on the beach. He would vote against any future requests, because as far and he was concerned, the representatives lied to the town and to the council.

Mr. Pellegrino thanked everyone for attending and repeated his comment from the last meeting; he thought that as an effective group, council should learn from mistakes. He was glad to see so many people attend, because of their concerns and passion about the traffic light. A traffic light was placed at 5th Avenue North where there are no sidewalks. That road is not remotely pedestrian friendly. In fact, it is dangerous. There was nothing to slow drivers, and pedestrians walked on the edge of the road. SCDOT wants 13th Avenue North, but that was another road without a sidewalk. 16th Avenue North has a sidewalk and public parking near the beach. In his opinion, 16th Avenue North was a "slam dunk." It was council's responsibility to give SCDOT a recommendation. SCDOT needs to manage its roads. He thanked everyone who spoke about the issue, because council did not want to make the same mistake twice. Second reading was approved for permit parking on Ocean Boulevard. In his opinion, there was some risks involved, because tourists would be visiting next summer and not have parking available, which could cause an issue. He and his family personally enjoyed watching the horses during the Beach Ride. But after speaking with Mr. Dressler yesterday, he personally checked the beach yesterday and again this morning. There was still horse muck on the beach. The representatives did say they would clean the beach. Unfortunately, they failed to uphold their agreement. On the positive side, funds raised during the event might save several people with heart ailments. There is a golden lining in everything; please keep that in mind. He told everyone to have a great night; God bless.

Mr. Magliette thanked everyone for attending the meeting tonight and assured them that he and the council believed in citizen participation and 100-percent transparency. That means that all the issues that are discussed by council will be open to the public. Each councilmember will always invite the public to contact him or her to ask questions and make comments by any means: telephone; e-mail; at meetings, or in person. There will be workshops to which he encouraged the public to attend and participate. Mr. Magliette wanted to protect the town, because Surfside Beach is a little gem. The town needs to find that balance to protect the town, to provide quality services, to help bring in [revenue] to the town; but, the most important thing was to keep Surfside Beach the way it is and to protect it. He loves this town, and thanked everyone again for participating. He thought as a council they could find balance. He did not agree with everything the councilmembers said, but he was a proponent of taking small steps instead of radical change; trying to reach consensus; finding balance, and working together. Everything can be re-evaluated after six months or a year, i.e. the parking situation. There were initiatives under way to lease land for additional metered parking. After the next parking season, council can evaluate the program and make changes, if necessary. Because of the upcoming holiday season, Mr. Magliette announced that Library Bingo will be on Wednesday, November 26th at 10:00. The event is free and everyone is welcome. The Surfside United Methodist Church is hosting a Family Thanksgiving Dinner for the community on Thanksgiving Day beginning at 12 noon until 3:00 p.m. The free event is for anyone in the community who is alone and wants some fellowship. If you want to attend, please contact the church secretary at 843.238.2734 or him to sign up. He again thanked everyone for being active participants in local government, saying nothing could not be done without them. Thank you very much, and God bless you.

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Ms. Mabry said she was a big proponent of the Beach Ride. She did not back away or shy away from what she believed in, because she thought that was unfair. Most people know that she used to ride; up until 10 years ago she had her own horses. There is a scheduled beach clean-up tomorrow. It has taken a few extra days, but the beach will be cleaned. She was on the beach when the horses went through. She had never seen so many people that brought their children and had such a great time watching the horses. Some of them stopped and allowed the children to pet the horses and ride them. It was a great, great time. She went to several cross-overs. Every one of them was full; the pier parking lot was full. She talked to some of the riders, including some she personally knew. Now, those riders are interested in staying in Surfside Beach hotels. Not all of them stay at the campgrounds. The riders were thankful and so appreciative of being able to ride through the town's beach. Ms. Mabry said she actually had the best afternoon. The beach will get cleaned. That joyous day of seeing those horses and seeing the kids and families from Surfside Beach was worth a little bit of inconvenience knowing that the beach would be cleaned tomorrow. It will be a big workday, but the beach will be pristine. Nothing is more disgusting than to see dog waste on the beach. There was much more dog waste on the beach than horse muck. Having lived on farms, she would take grain source horse muck any day over dog waste. She thanked everyone for attending and appreciated each and every one of them.

Mayor Samples agreed. One of the reasons that he and Town Council liked transparency was because the public needed to understand how state, county and local government works; not just the Town of Surfside Beach government. Roads were discussed tonight. Mr. Kohlmann provided some information, which he appreciated. One difference between 13th and 11th Avenues North that matters to the state is that 13th Avenue between Highway 17 and he believed, Cedar Drive, or at least Poplar Drive, was state owned. It did not belong to the town. 11th Avenue is a town owned road. He did not want additional traffic in his neighborhood, but he also had a pretty good idea of how the process worked. There was a little bit of money programmed for "Surfside Frontage Roads." The frontage roads are on the west side of Highway 17, and he thought that was pointed out at the last meeting. Mayor Samples said 10th Avenue South needs a 4-way traffic light. On the north end, for as long as he has lived in the town, improvements to Highway 17 have been held hostage to some kind of a traffic control device that helps Deerfield Plantation. It was not about the town, which is why Mayor Samples tried to assure everyone that the proposal was not a 4-way light on the north end of town. The more information everyone had and the better they understood the process would determine whether this project would fall apart. The south end frontage road was an embarrassment to the town. Long-time residents understand that is the town's business. The town had to figure out how to keep people from getting killed or injured on Highway 17. Mayor Samples reiterated that there was not a single councilmember who wanted to add a 4-way traffic light on the north end. The council needs to be united in its opposition of that 4-way traffic light, and also united in support of a solution that addresses a safety problem that residents in Deerfield have. There are no traffic lights where Deerfield residents accesses Highway 17 Bypass; Highway 544, or Highway 17 Business. He ventured that many of the fender-bender car accidents were contributed to by people who were trying to access the roads from Deerfield. The council was trying to protect the community and wants its residents to understand why options were being discussed. All council was trying to do was "get the ball rolling with SCDOT." Mayor Samples had seen the town lose monies in the past that could have helped 5th Avenue North, which was acknowledged as a problem in the town, because council was not willing to cooperate, communicate, and educate. He knew politically that this would be spun. If you were fooled by the spin, he could not help it. The public needed to understand and support its council who made a collective judgment to get the process started. There will not be a traffic light at 11th Avenue. SCDOT told them that today; but, SCDOT keeps coming back to 13th Avenue North and it always will, because of Platt Boulevard. Mayor Samples said the 13th Avenue North proposal was really about Platt Boulevard and it would not be a 4-way traffic light. He did not know how to be clearer. He thanked everyone for attending.

11. EXECUTIVE SESSION

A. Pursuant to FOIA §30-4-70(a)(1) to discuss employment, appointment, compensation, promotion, demotion, discipline, or release of an employee, or the appointment of a person to a public body. This matter was addressed during Business Item 7.B. See page 7.

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B. Pursuant to FOIA §30-4-70(a)(2) to discuss proposed contractual arrangements.

Ms. Mabry moved to enter executive session at 8:23 p.m. Mr. Pellegrino seconded. All voted in favor. **MOTION CARRIED.** Mr. Johnson moved to reconvene regular session at 9:03 p.m. Ms. Mabry seconded. All voted in favor. **MOTION CARRIED.**

Mayor Samples said that no action was taken during executive session.

Mr. Johnson moved that the town administrator move forward with the contractual agreement as discussed in executive session. Ms. Mabry seconded. All voted in favor. **MOTION CARRIED.**

12. ADJOURNMENT

Mr. Johnson moved to adjourn the meeting at 9:04 p.m. Ms. Mabry seconded. All voted in favor. **MOTION CARRIED.**

Prepared and submitted by,

Debra E. Herrmann, CMC, Town Clerk

Approved: November 25, 2014

Douglas F. Samples, Mayor

David L. Pellegrino, Mayor Pro Tempore

Robert F. Childs, Town Council

Mark L. Johnson, Town Council

Mary Beth Mabry, Town Council

Ralph J. Magliette, Town Council

Randle M. Stevens, Town Council

Clerk's Note: This document constitutes summary minutes of the meeting that was digitally recorded. Appointments to hear recordings may be scheduled with the town clerk, or to obtain a copy made to your flash drive. In accordance with FOIA, meeting notice and the agenda were distributed to local media and interested parties. The agenda was posted on the town website, the entry door at Town Council Chambers, and in the Town Hall reception area. Meeting notice was also posted on the Town marquee.

Town of Surfside Beach
Finance Report
October 31, 2014

General Fund

Revenue in General Fund is \$212k lower year to date than prior year. The major decrease is due to the drop in property tax collections (\$257K ytd) from Horry County. The County recently converted to a new tax billing system and this is the first month reported. We will monitor the information we receive in the coming months to be sure it meets our needs. Property tax bills will be mailed in November.

There were 36 new business license accounts opened in October: 9 new rentals, 10 new contractors, and 13 new local businesses. 4 businesses located out of town obtained a license to operate here.

License and permit revenue exceeds prior year by \$18k due to increased rates and volume this year.

Parking collections exceed prior year by \$35k.

General Fund operating expenditures exceed prior year by \$440k. This is due to a third payroll in October, payouts for retiring employees and PTO payouts approved by Council.

Capital expenditures in the current year reflect the cost of road paving (\$299k) and a truck purchase \$18k.

Capital Projects Fund

Expenditures year to date total \$116k for stormwater improvement projects in progress.

Special Revenue Funds

A-Tax revenue received from the State in October totaled \$357k, \$21k more than last year. This payment reflects the increase in tourists this season as also reflected in our local A-tax and Hospitality collections. This was a good summer season for the Town.

The expenditures for all special revenue funds are in line with the budget and reflect the funds transferred to other funds to reimburse for services and save for beach renourishment project.

Enterprise Funds

The pier revenue YTD totals \$227k and increase of \$37k from prior year due to parking increase of \$18k and admission/rent increase of \$19K.

The Sanitation Fund revenue YTD total \$542 an increase of \$58k from the prior year due to the sale of a truck for \$54k. Sanitation fees are up slightly from the prior year.

Expenses in both funds are in line with the budget.

Lanier Parking

Revenue collected for the season totals \$379k while expenses for the season total \$150k (October Lanier bill not received) netting revenue of \$229k for January- October. Current fiscal year revenue (July- October) total \$225k, and expenses total \$58k netting \$167k revenue in 2013-2014, however, Lanier Oct. expenses are not included. Expect Lanier bill to be about \$14k for October making the net for the season approximately \$215k. The winter months will have citation revenue and Lanier overhead expenses until the season starts again in the spring.

Finance Department

The Finance staff completed the Comprehensive Annual Financial Report and is forwarding the report to the required agencies. Staff will be beginning to prepare for the 2015-2016 budget.

Transparency

The Town's accounts payable register has been posted online: Town of Surfside Beach

<http://surfsidebeach.org>. If you have any questions regarding this report, please contact the Finance Department at (843)-913-6336., or email finance@surfsidebeach.org.

**Town of Surfside Beach
General Fund
Summary Financial Information
Period Ending October 31, 2014**

Revenue	October 2014	YTD FY 2014-15	FY 14-15 Budget	Over/(Under) Budget	October 2013	YTD FY 2013-14
Property Taxes	\$ 13,701	\$ 58,582	\$ 2,770,325	\$ (2,711,743)	\$ 259,656	\$ 316,002
Licenses & Permits	26,172	100,914	1,552,500	(1,451,586)	19,704	83,298
Franchise Fees	51,823	103,967	625,900	(521,933)	51,046	103,189
Fines	18,952	67,930	151,500	(83,570)	17,872	63,701
Interest	328	1,601	2,500	(899)	215	995
Intergovernmental	73,036	305,881	497,320	(191,439)	52,390	52,390
Special Event	1,441	10,547	28,500	(17,953)	963	7,248
Other Revenue	4,185	14,373	77,800	(63,427)	8,043	15,555
Lanier Parking	13,710	158,287	223,045	(64,758)	11,003	123,189
Other Financing Sources	45,060	187,367	612,100	(424,733)	294,510	455,097
Total Revenue	\$ 248,408	\$ 1,009,449	\$ 6,541,490	\$ (5,532,041)	\$ 715,402	\$ 1,220,664
Expenditures						
Salaries & Benefits						
Salaries	\$ 429,287	\$ 1,082,051	\$ 3,142,640	\$ 1,082,051	\$ 211,781	\$ 782,157
Benefits	134,100	402,757	1,262,030	(859,273)	84,678	313,324
Total Salaries & Benefits	\$ 563,387	\$ 1,484,808	\$ 4,404,670	\$ (2,919,862)	\$ 296,459	\$ 1,095,481
Operating Expenditures						
Administration	\$ 10,935	\$ 33,482	\$ 153,505	\$ (120,023)	\$ 9,401	\$ 27,466
Finance	5,462	48,969	82,185	(33,216)	9,131	44,747
Court	3,206	14,467	46,680	(32,213)	3,096	12,356
Facilities	2,000	7,925	32,165	(24,240)	2,424	7,469
Police	26,759	103,105	326,840	(223,735)	32,133	110,233
Parking Expenses	521	40,424	136,945	(96,521)	10,118	48,031
Fire	18,161	77,143	191,335	(114,192)	16,957	55,362
Building & Zoning	4,150	13,834	62,065	(48,231)	3,464	9,788
Grounds	16,767	47,725	108,600	(60,875)	7,149	25,071
Public Works	15,368	77,075	242,830	(165,755)	22,668	77,265
Fleet Maintenance	2,072	13,940	33,170	(19,230)	2,424	10,043
Recreation & Special Events	19,595	37,860	109,540	(71,680)	18,587	41,205
Non Departmental	10,567	34,209	109,220	(75,011)	7,757	30,121
Total Operating Expenditures	\$ 135,563	\$ 550,158	\$ 1,635,080	\$ (1,084,922)	\$ 145,309	\$ 499,157
Net Revenue/(Expenditures) Before Debt & Capital Expenditures	\$ (450,542)	\$ (1,025,517)	\$ 501,740	\$ (1,527,257)	\$ 273,634	\$ (373,974)
Debt and Capital Expenditures						
Debt Service	\$ -	\$ -	\$ 86,230	\$ (86,230)	\$ -	\$ -
Capital Replacement	18,225	18,225	275,250	(257,025)	-	-
Capital Improvements	-	299,020	465,000	(165,980)	13,964	13,964
Transfer to Capital Projects	-	75,000	300,000	(225,000)	-	-
Total Debt and Capital Expenditures	\$ 18,225	\$ 392,245	\$ 1,126,480	\$ (734,235)	\$ 13,964	\$ 13,964
Total Expenditures	\$ 717,175	\$ 2,427,211	\$ 7,166,230	\$ (4,739,019)	\$ 455,732	\$ 1,608,602
Net Change in Fund Balance	\$ (468,767)	\$ (1,417,762)	\$ (624,740)	\$ (793,022)	\$ 259,670	\$ (387,938)
Beginning Fund Balance 7/01/2014		\$ 4,241,115				
Ending Fund Balance		\$ 2,823,353				

**Town of Surfside Beach
Finance Department Report
October 31, 2014**

General Fund	October 2014	YTD FY 14-15	FY 14-15 Budget	Over (Under) Budget	October 2013	YTD FY 13-14
Property Taxes						
Current Property Taxes	\$ 11,498	\$ 51,991	\$ 2,706,325	\$ (2,654,334)	\$ 259,269	\$ 310,738
Penalties & Prior Year Taxes	2,203	5,212	60,000	(54,788)	387	2,899
Motor Carrier Taxes	-	1,379	4,000	(2,621)	-	2,365
Total Property Taxes	\$ 13,701	\$ 58,582	\$ 2,770,325	\$ (2,711,743)	\$ 259,656	\$ 316,002
Licenses and Permits						
Business Licenses - Local	\$ 6,924	\$ 30,335	\$ 690,000	\$ (659,665)	\$ 8,454	\$ 30,886
Business Licenses - MASC	-	36	700,000	(699,964)	558	1,103
Animal Licenses	105	400	2,500	(2,100)	120	900
Building Permits	19,143	70,143	160,000	(89,857)	10,572	50,409
Total Licenses & Permits	\$ 26,172	\$ 100,914	\$ 1,552,500	\$ (1,451,586)	\$ 19,704	\$ 83,298
Franchise Fees						
Santee Cooper (Bi-Annual)	\$ -	\$ -	\$ 270,000	\$ (270,000)	\$ -	\$ -
GSW&SA (Monthly Installments)	17,381	69,525	215,000	(145,475)	17,381	69,525
Time Warner (Quarterly)	34,205	34,205	132,000	(97,795)	33,364	33,363
SCANA (Annual)	-	-	7,100	(7,100)	-	-
HTC	237	237	800	(563)	-	-
Beach Services	-	-	1,000	(1,000)	301	301
Total Franchise Fees	\$ 51,823	\$ 103,967	\$ 625,900	\$ (521,933)	\$ 51,046	\$ 103,189
Fines and Forfeits						
Police Fines	\$ 16,749	\$ 58,255	\$ 125,000	\$ (66,745)	\$ 14,816	\$ 52,407
Victims Assistance	2,048	8,561	24,000	(15,439)	2,815	9,436
Parking Fines	155	1,114	2,500	(1,386)	241	1,858
Total Fines Foreifts	\$ 18,952	\$ 67,930	\$ 151,500	\$ (83,570)	\$ 17,872	\$ 63,701
Interest						
	\$ 328	\$ 1,601	\$ 2,500	\$ (899)	\$ 215	\$ 995
Intergovernmental Revenues						
Aid - Local Government Fund	\$ 27,993	\$ 27,993	\$ 80,000	\$ (52,007)	\$ 17,774	\$ 17,774
Alcohol Permits	8,450	8,450	35,000	(26,550)	-	-
Homestead Exemption	-	-	37,000	(37,000)	-	-
Merchants Inventory	2,780	2,780	11,120	(8,340)	2,780	2,780
Government Grants CTC	-	229,845	200,000	29,845	-	-
Other Grants	-	3,000	7,500	(4,500)	1,441	1,441
H.C. Recreation Dept.	-	-	11,700	(11,700)	-	-
H.C. Road Maintenance	33,813	33,813	115,000	(81,187)	30,395	30,395
Total Intergovernmental	\$ 73,036	\$ 305,881	\$ 497,320	\$ (191,439)	\$ 52,390	\$ 52,390
Rental and Special Events Revenue						
Civic Center Rental	\$ 847	\$ 2,599	\$ 13,500	\$ (10,901)	\$ 653	\$ 1,913
Special Events	594	7,948	15,000	(7,052)	310	5,335
Total Rental & Special Events	\$ 1,441	\$ 10,547	\$ 28,500	\$ (17,953)	\$ 963	\$ 7,248
Other Revenue						
Miscellaneous Revenues	\$ 800	\$ 4,015	\$ 6,800	\$ (2,785)	\$ 186,213	\$ 190,981
False Alarms	405	1,970	1,000	970	735	2,090
Police, K-9, Parking, Records, Jail	1,754	5,765	17,000	(11,235)	4,808	5,901
Town Merchandise	1,226	3,468	3,000	468	1,313	1,610
Fire Inspection Fees	-	-	50,000	(50,000)	-	-
Sale of Fixed Assets	-	-	-	-	781	781
Insurance Proceeds	-	570	-	570	-	9,036
Total Other Revenue	\$ 4,185	\$ 15,788	\$ 77,800	\$ (62,012)	\$ 193,850	\$ 210,399
Lanier Revenue						
Parking Fees-Lanier	\$ 9,655	\$ 130,407	\$ 190,125	\$ (59,718)	\$ 7,477	\$ 100,457
Parking Citations-Lanier	4,055	27,880	32,920	(5,040)	3,526	22,732
Total Parking	\$ 13,710	\$ 158,287	\$ 223,045	\$ (64,758)	\$ 11,003	\$ 123,189
Other Financing Sources						
Transfer from Sanitation Fund	\$ -	\$ 17,500	\$ 70,000	\$ (52,500)	\$ -	\$ 25,000
Transfer from Accommodations Tax Fund	41,596	41,596	49,750	(8,154)	40,553	40,553
Trans A-Tax Contractual Services	-	37,350	149,400	(112,050)	-	9,700
Trans from Hospitality	-	37,500	150,000	(112,500)	-	37,500
Transfer from Local Accommodations Tax Fund	-	37,555	150,220	(112,665)	60,000	130,000
Interest Revenue Pier Enterprise	3,464	7,131	13,450	(6,319)	8,150	8,150
Transfer from Pier Enterprise	-	7,320	29,280	(21,960)	-	9,350
Total Other Financing Sources	\$ 45,060	\$ 185,952	\$ 612,100	\$ (426,148)	\$ 108,703	\$ 260,253
Total Revenue & Other Financing Sources	\$ 248,408	\$ 1,009,449	\$ 6,541,490	\$ (5,532,041)	\$ 715,402	\$ 1,220,664

**Town of Surfside Beach
Capital Projects Fund
October 31, 2014**

Capital Projects Fund	October 2014	YTD FY 14-15	FY13-14 Budget	Over (Under) Budget	October 2013	YTD FY 13-14
Revenue						
Property Taxes	\$ 323	\$ 1,381	\$ 60,500	\$ (59,119)	\$ 6,597	\$ 9,663
Interest	114	428	900	(472)	90	388
Misc/Reimbursement	-	-	-	-	525	525
Total Revenue	\$ 437	\$ 1,809	\$ 61,400	\$ (59,591)	\$ 7,212	\$ 10,576
Expenditures						
Grounds	\$ 2,762	\$ 7,511	\$ 36,500	\$ (28,989)	\$ -	\$ 5,348
Street	3,657	20,053	18,000	2,053	10,990	22,550
Storm water Improvements	77,806	88,646	475,000	(386,354)	-	13,830
Total Expenditures	\$ 84,225	\$ 116,210	\$ 529,500	\$ (413,290)	\$ 10,990	\$ 41,728
Other Financing Sources						
General Fund for Stormwater	\$ -	\$ 75,000	\$ 300,000	\$ (225,000)	\$ -	\$ -
Hospitality Beach Renourishment	-	62,525	250,100	(187,575)	-	-
A-Tax Beach Renourishment	-	19,750	79,000	(59,250)	-	-
Total Other Financing Sources	\$ -	\$ 157,275	\$ 629,100	\$ (471,825)	\$ -	\$ -
Net Change in Fund Balance	\$ (83,788)	\$ 42,874	\$ 161,000	\$ 353,699	\$ (3,778)	\$ (31,152)
Beginning Fund Balance 7/01/2014						
Stormwater Project		\$ 456,073				
Beach Reourishment		168,718				
Ending Fund Balance		\$ 667,665				

**Town of Surfside Beach
October 31, 2014
Special Revenue Funds**

Accommodations Fund

	October 2014	YTD 2014-2015	FY 14-15 Budget	Over (Under) Budget	October 2013	YTD 2013-2014
Revenue						
Accommodations Tax	\$ 356,920	\$ 356,920	\$ 520,000	\$ (163,080)	\$ 336,064	\$ 336,064
Special Events/Donations	-	-	-	-	-	3,127
Interest Income	21	53	300	(247)	38	106
Total Revenues	<u>\$ 356,941</u>	<u>\$ 356,973</u>	<u>\$ 520,300</u>	<u>\$ (163,327)</u>	<u>\$ 336,102</u>	<u>\$ 339,297</u>
Expenditures						
Police	\$ 4,300	\$ 23,616	\$ 41,445	\$ (17,829)	\$ 7,149	\$ 40,622
Special Events	-	24,670	35,300	(10,630)	478	28,246
Utilities	491	2,938	9,000	(6,062)	1,332	6,990
Advertising & Promotion	-	3,313	9,000	(5,687)	-	-
Grants & Materials & Supplies	-	5,400	11,000	(5,600)	-	5,200
Fireworks Display	-	25,000	25,000	-	-	25,000
Advertising - MB Chamber (30%)	99,576	99,576	141,075	(41,499)	-	-
Trans to General Contractual	-	37,350	149,400	(112,050)	-	9,700
Transfer to Gen Fund	41,596	41,596	49,750	(8,154)	40,553	40,553
Trans to Beach Renourishment	-	19,750	79,000	(59,250)	-	-
Total Expenditures	<u>\$ 145,963</u>	<u>\$ 283,209</u>	<u>\$ 549,970</u>	<u>\$ (266,761)</u>	<u>\$ 49,512</u>	<u>\$ 156,311</u>
Net Change in Fund Balance	<u>\$ 210,978</u>	<u>\$ 73,764</u>	<u>\$ (29,670)</u>	<u>\$ 103,434</u>	<u>\$ 286,590</u>	<u>\$ 182,986</u>
Beginning Fund Balance 7/01/2014		<u>\$ 113,114</u>				
Ending Fund Balance		<u>\$ 186,878</u>				

Hospitality Fund

	October 2014	YTD 2014-2015	FY 14-15 Budget	Over (Under) Budget	October 2013	YTD 2013-2014
Revenue						
Hospitality Fees	\$ 65,269	\$ 362,751	\$ 650,000	\$ (287,249)	\$ 59,794	\$ 332,875
Interest Income	82	270	2,000	(1,730)	92	294
Total Revenues	<u>\$ 65,351</u>	<u>\$ 363,021</u>	<u>\$ 652,000</u>	<u>\$ (288,979)</u>	<u>\$ 59,886</u>	<u>\$ 333,169</u>
Expenditures						
Police	\$ 27,143	\$ 43,114	\$ 54,900	\$ (11,786)	\$ 51,621	\$ 51,621
Fire	-	26,961	44,500	(17,539)	6,588	14,148
Grounds	-	155	49,300	(49,145)	3,414	6,189
Special Events	48	225	3,200	(2,975)	173	337
Transfer to Capital Proj BR	-	62,525	250,100	(187,575)	-	-
Transfer to General Fund	-	37,500	150,000	(112,500)	-	37,500
Total Expenditures	<u>\$ 27,191</u>	<u>\$ 170,480</u>	<u>\$ 552,000</u>	<u>\$ (381,520)</u>	<u>\$ 61,796</u>	<u>\$ 109,795</u>
Net Change in Fund Balance	<u>\$ 38,160</u>	<u>\$ 192,541</u>	<u>\$ 100,000</u>	<u>\$ 92,541</u>	<u>\$ (1,910)</u>	<u>\$ 223,374</u>
Beginning Fund Balance 7/01/2014		<u>\$ 325,946</u>				
Ending Fund Balance		<u>\$ 518,487</u>				

Local Accommodations Fund

	October 2014	YTD 2014-2015	FY 14-15 Budget	Over (Under) Budget	October 2013	YTD 2013-2014
Revenue						
Local Accommodations Tax	\$ 16,485	\$ 93,850	\$ 150,000	\$ (56,150)	\$ 14,850	\$ 86,065
Interest Income	16	46	220	(174)	7	30
Total Revenues	<u>\$ 16,501</u>	<u>\$ 93,896</u>	<u>\$ 150,220</u>	<u>\$ (56,324)</u>	<u>\$ 14,857</u>	<u>\$ 86,095</u>
Expenditures						
Transfer to General Fund	<u>\$ -</u>	<u>\$ 37,555</u>	<u>\$ 150,220</u>	<u>\$ (112,665)</u>	<u>\$ 60,000</u>	<u>\$ 130,000</u>
Net Change in Fund Balance	<u>\$ 16,501</u>	<u>\$ 56,341</u>	<u>\$ -</u>	<u>\$ 56,341</u>	<u>\$ (45,143)</u>	<u>\$ (43,905)</u>
Beginning Fund Balance 7/01/2014		<u>\$ 47,685</u>				
Ending Fund Balance		<u>\$ 104,026</u>				

**Town of Surfside Beach
October 31, 2014
Enterprise Funds**

Pier Enterprise Fund

	<u>October 2014</u>	<u>YTD 2014-2015</u>	<u>FY 14-15 Budget</u>	<u>Over (Under) Budget</u>	<u>October 2013</u>	<u>YTD 2013-2014</u>
Revenue						
Income Rents/Leases	\$ 1,000	\$ 55,334	\$ 90,800	\$ (35,466)	\$ -	\$ 47,661
Other Income-Admissions	2,909	33,147	50,000	(16,853)	3,761	30,476
Other Income-Fishing	6,750	71,328	112,000	(40,672)	9,084	63,437
Parking Fees Lanier	9,211	60,605	83,160	(22,555)	5,787	41,875
Parking Citations Lanier	1,605	6,305	14,115	(7,810)	2,275	6,700
Interest Income	36	126	500	(374)	21	71
Miscellaneous Income	-	-	-	-	-	-
Total Revenues	<u>\$ 21,511</u>	<u>\$ 226,845</u>	<u>\$ 350,575</u>	<u>\$ (123,730)</u>	<u>\$ 20,928</u>	<u>\$ 190,220</u>
Expenses						
Operating Expenses	\$ 266	\$ 6,807	\$ 13,300	\$ (6,493)	\$ 3,711	\$ 6,314
Parking Bank Fees & Misc	213	2,764	2,500	264	124	867
Parking Expenses Lanier	-	14,551	44,190	(29,639)	2,405	11,141
Insurance	-	4,875	4,800	-	-	2,998
Depreciation Expense	-	30,000	120,000	(90,000)	-	28,487
Interest Expense (Loan)	3,464	7,131	13,450	(6,319)	8,150	8,150
Transfer General Fund	-	7,320	29,280	(21,960)	-	9,350
Total Expenses	<u>\$ 3,943</u>	<u>\$ 73,448</u>	<u>\$ 227,520</u>	<u>\$ (154,147)</u>	<u>\$ 14,390</u>	<u>\$ 67,307</u>
Change in Net Position	<u>\$ 17,568</u>	<u>\$ 153,397</u>	<u>\$ 123,055</u>	<u>\$ 30,417</u>	<u>\$ 6,538</u>	<u>\$ 122,913</u>
Total Net Position - Beginning 7/01/2014		<u>\$ 2,295,090</u>				
Total Net Position - Ending		<u>\$ 2,448,487</u>				

Sanitation Fund

	<u>October 2014</u>	<u>YTD 2014-2015</u>	<u>FY 14-15 Budget</u>	<u>Over (Under) Budget</u>	<u>October 2013</u>	<u>YTD 2013-2014</u>
Revenue						
Sanitation Fees	\$ 103,419	\$ 486,448	\$ 1,355,000	\$ (868,552)	\$ 102,972	\$ 482,805
Sale of Scrap	326	985	3,500	(2,515)	343	1,147
Sale of Fixed Assets	-	54,483	-	-	-	-
Interest Income	138	520	1,300	(780)	119	423
Total Revenues	<u>\$ 103,883</u>	<u>\$ 542,436</u>	<u>\$ 1,359,800</u>	<u>\$ (871,847)</u>	<u>\$ 103,434</u>	<u>\$ 484,375</u>
Expenses						
Salaries & Operating Expenses	\$ 76,692	\$ 320,206	\$ 911,755	\$ (591,549)	\$ 67,517	\$ 296,406
Depreciation Expense	-	36,250	145,000	(108,750)	-	33,750
Transfer to General Fund	-	17,500	70,000	(52,500)	-	25,000
Total Expenses	<u>\$ 76,692</u>	<u>\$ 373,956</u>	<u>\$ 1,126,755</u>	<u>\$ (752,799)</u>	<u>\$ 67,517</u>	<u>\$ 355,156</u>
Change in Net Position	<u>\$ 27,191</u>	<u>\$ 168,480</u>	<u>\$ 233,045</u>	<u>\$ (119,048)</u>	<u>\$ 35,917</u>	<u>\$ 129,219</u>
Total Net Position - Beginning 7/01/2014		<u>\$ 1,630,033</u>				
Total Net Position - Ending		<u>\$ 1,798,513</u>				

Town of Surfside Beach										
Parking										
2014-2015 Fiscal Year 2014-2015 July 1, 2014 to June 30, 2015										
Season 2014 Jan 2014- Dec 2014										
	A	B	C	D	E	F	G	H	J	K
	Meter/Paystn Revenue	Citation Revenue	Total Revenue	Lanier Charges	Net Lanier	Other parking Expenses	Net Revenue Parking	Season YTD	Lanier Budget	Var to Budget
2014									Month	Month
January	\$ -	\$ 1,075	\$ 1,075	\$ 4,747	\$ (3,672)	\$ -	\$ (3,672)	\$ (3,672)	\$ (3,270)	(402)
February	-	3,125	3,125	6,373	(3,248)	237	(3,485)	(7,157)	(6,225)	2,977
March	7,897	4,175	12,072	11,519	553	20,182 *	(19,629)	(26,786)	(7,985)	8,538
April	24,280	4,725	29,005	14,259	14,746	799	13,947	(12,839)	6,145	8,601
May	37,290	5,525	42,815	15,260	27,555	1,327	26,228	13,389	21,210	6,345
June	59,026	6,778	65,804	15,934	49,870	1,478	48,392	61,781	38,635	11,235
2014										
July	84,007	10,810	94,817	18,023	76,794	4,242	72,552	134,333	64,595	12,199
August	61,250	9,550	70,800	16,572	54,228	2,385	51,843	186,176	41,715	12,513
September	26,890	8,165	35,055	13,908	21,147	1,873	19,274	205,450	21,065	82
October	18,865	5,660	24,525		24,525	735	23,790	229,240	6,995	17,530
November			-		-		-		(2,910)	
December			-		-		-		(4,185)	
FYTD 14-15	\$ 191,012	\$ 34,185	\$ 225,197	\$ 48,503	\$ 176,694	\$ 9,235	\$ 167,459	\$ 167,459	\$ 127,275	\$ 42,324
Season 2014	\$ 319,505	\$ 59,588	\$ 379,093	\$ 116,595	\$ 262,498	\$ 33,258	\$ 229,240	\$ 229,240	\$ 175,785	\$ 79,618
Not Available							* Meter cost	\$ 18,742		
	L	M	N	O	P	Q	R	S	U	V
	Pier Fund				General Fund					
	Meter	Citation	Expenses	Net	Meter	Citation	Expenses	Net	Actual YTD	Actual Month
2014										
January	\$ -	\$ 225	\$ 1,424	\$ (1,199)	\$ -	\$ 850	\$ 3,323	\$ (2,473)	\$ (3,672)	\$ (3,672)
February	-	1,075	1,959	(884)	-	2,050	4,651	(2,601)	(7,157)	(3,485)
March	5,119	1,550	3,648	3,021	2,778	2,625 *	28,053	(22,650)	(26,786)	(19,629)
April	10,880	1,750	4,511	8,119	13,399	2,975	10,546	5,828	(12,839)	13,947
May	12,959	950	4,978	8,931	24,331	4,575	11,609	17,297	13,389	26,228
June	19,963	1,925	5,224	16,664	39,063	4,853	12,188	31,728	61,781	48,392
2014										
July	21,287	1,850	6,680	16,457	62,720	8,960	15,585	56,095	134,333	72,552
August	18,842	1,400	5,687	14,555	42,408	8,150	13,270	37,288	186,176	51,843
September	11,265	1,450	4,734	7,981	15,625	6,715	11,047	11,293	205,450	19,274
October	9,210	1,605	214	10,601	9,655	4,055	521	13,189	229,240	23,790
November				-				-		-
December				-				-		-
FYTD 14-15	\$ 60,604	\$ 6,305	\$ 17,315	\$ 49,594	\$ 130,408	\$ 27,880	\$ 40,423	\$ 117,865	\$ 167,459	\$ 167,459
Season 2014	\$ 109,525	\$ 13,780	\$ 39,059	\$ 84,246	\$ 209,979	\$ 45,808	\$ 110,793	\$ 144,994	\$ 229,240	\$ 229,240

PUBLIC WORKS MONTHLY REPORT

October 23rd – November 19th, 2014

SANITATION DIVISION (FTEs – 9)

Residential Service – One cart was delivered per owner request. Five carts were replaced. Sanitation supervisor responded to three calls regarding ordinance enforcement; six calls regarding late put outs and/or questions about bulk/yard debris pick up, two calls concerning winter roll-out service, and three miscellaneous calls.

Commercial Service – Service routes continue to be updated based on business needs. Nineteen businesses reduced the number of weekly pick-ups. Four accounts required extra pick-ups due to overflow. Supervisor explained commercial collection schedules to six new businesses (Perkinson Watkins Law Firm, Cuckoo for New Boutique, Palm Massage, Surfside Golf Shop, Carolina Classic Carts, & Electrolyzed Innovations). Supervisor responded to one miscellaneous call and two complaints...

Recycling News – Seventeen carts have been delivered, two carts were replaced, and two carts removed per requests. Supervisor responded to one miscellaneous call with questions about recycling.

Adopt-A-Highway – From July through October we collected 585 pounds of litter from Hwy17.

Scrap Metal – We received payment of \$326.20 from Allen's Scrap Metal for items collected in September and October.

In October we collected 340.87 tons of solid waste, 27.31 tons of mixed debris, 106.83 tons of yard debris, and 43.45 tons of recyclables.

STREETS & DRAINAGE DIVISION (FTEs –10)

The Beach – Beach trash and recycle cans are being checked and serviced as needed. During the off season, crews will be making repairs to several of the can holders.

On-going/Special Projects:

- 50/50 Program – The first group of estimates has been mailed out to applicants.
- Crews have repaired several pot holes/sink holes throughout Town.
- Crews from PSI, Inc. continue working on the Upper Myrtle and Magnolia Drainage improvements through December 15th, per schedule.
- Ditch cleaning and maintenance as well as tree trimming are being performed as scheduled throughout town.
- Street sweeping is being done on Mondays, Wednesdays and Fridays, weather and time permitting.
- Seven reports were sent to Santee Cooper identifying street lights that were not working.
- From October 17th – November 19th Public Works assistant answered 223 incoming calls. 133 of those calls dealt with sanitation questions/concerns; 21 calls dealt with street related issue – street/drainage issues, streetlights, and questions about driveway inspections and dirt delivery; 8 calls dealt with parks/grounds issues; 29 were internal calls dealing with department and/or personnel issues and/or questions; 19 calls were received for the Public Works Director; 13 calls dealt with vendors, miscellaneous questions, wrong departments and/or telemarketers.

GROUNDS DIVISION (FTEs-5)

- Crew is readying Christmas decorations. Decorations will be put up within the next two weeks on Town properties and along Surfside Drive.
- A new drinking fountain was installed at All Children's Park.
- Parks and beach access restrooms are being cleaned and painted during the off season.
- Clean up, mowing, and mulching are being done at all Town properties.
- Debris clean up and spraying of lakes continues weekly, weather permitting.

FLEET MAINTENANCE DIVISION (FTE-2)

From October 17th through November 19th our mechanics completed seventy (70) repairs on Town vehicles and equipment. Four (4) vehicles had tires replaced. Bi-weekly fleet tires checks and fire extinguisher inspections were completed on all Public Works vehicles and/or equipment. "Preventive" and "Scheduled" maintenance (consisting of lube, oil & filter changes, brake inspections, tire rotations and fluid checks) were performed on twenty-nine (29) Town vehicles and/or equipment.

FACILITIES DIVISION (FTE-2)

- Crew has repainted all white street sign posts along Highway 17.
- Handicap parking spot designations were repainted at Police Department.
- Cleaning and maintenance are performed at all Town properties as scheduled. Repairs are performed as needed.

ADDITIONAL NOTES:

Sanitation Holiday Schedule – Sanitation does not work on Thanksgiving, Christmas, or New Years Day. Recyclables will be collected on Fridays of those holiday weeks.

SPECIAL EVENTS & RECREATION DEPARTMENT NOVEMBER 2014 MONTHLY REPORT

SPECIAL EVENTS

The Veterans Day Service was held on Tuesday, November 11th. There were approximately 200 people in attendance. Weather was great. A thank you goes to the Myrtle Beach Fire Department Color Guard for their continued participation in our events. Also thank you to Lyn Dimery with the VFW District 9 Council as the speaker and Gordon Wildrick, our Taps bugler.

The Grounds crew has begun decorating the Town Hall tree for the Tree Lighting Service. Pole decorations on Surfside Drive and Highway 17 will be installed after the Tree Lighting.

The Turkey Trot sponsored by Festival Promotions and the Surfside Area Rotary Club will be Thanksgiving Day beginning at the pier at 8:30 a.m. Expected attendance at this point is approximately 1,200 runners/walkers.

UPDATE ON YOUTH ASSOCIATION

Fall baseball and softball season has ended. Spring registration details are not available as yet.

UPCOMING EVENTS

1. **TREE LIGHTING** – Thursday, December 4th – 7 p.m. – Town Hall
2. **CHRISTMAS PARADE** – Saturday, December 13th – 2 p.m. – Surfside Drive
3. **EMPLOYEE LUNCHEON** – Friday, December 19th – 12 noon – Civic Center
4. **BREAKFAST W/SANTA** – Saturday, December 20th – 9 a.m. to 10:30 a.m. – Golden Egg

DECISION PAPER

Written by: John Adair

1. **PURPOSE:** The Town of Surfside Beach is permitted to discharge stormwater through our NPDES permit coverage, administered by SCDHEC. Phase 2 requirements, established January 1, 2014, place additional regulatory responsibilities on the Town, necessitating an ordinance update. Additionally, several changes have been made to maintain consistency with Floodplain Management regulations recently passed by Council. Finally, several changes were needed to replace outdated references to design manuals and the like. The specified deadline for this updated ordinance is December 31, 2014.
2. **FOR:** Amend Ordinance #14-0791
3. **ASSUMPTIONS:** The Town strives to reduce the discharge of pollutants, to the maximum extent practicable, as a participating Municipal Separate Storm Sewer System (MS4), and comply with state regulatory requirements.

4. **FACTS:**

The major changes to the ordinance are in the area of enforcement. Phase 1 requirements are strengthened by the “**Requirement to develop adequate legal authority to implement and enforce**” the Stormwater Management Plan, which were lacking in the first permit from 2006.

From Permit SCR030000, Section 4.1.4.2:

In order to be considered adequate, this legal authority, shall, at the minimum, address the following:

- a) Authority to Prohibit Illicit Discharges
 - b) Allowable Non-Stormwater Discharges
 - c) Authority to Prohibit Spills and Other Releases
 - d) Authority to Require Compliance
 - e) Authority to Require Installation, Implementation, and Maintenance of Control Measures
 - f) Authority to Receive and Collect Information
 - g) Authority to Inspect
 - h) Response to Violations
 - i) Monetary Penalties
 - j) Civil/Criminal Penalties
 - k) Interagency Agreements
5. All of these items, and their various components have been addressed in the update proposed (14-0791).
 6. **IMPACT OF SUCCESS OR FAILURE:** Failure to amend the ordinance would mean the town was not in compliance with NPDES permit.
 7. **RECOMMENDATION:** Accept amendments as written.
 8. **RATIONALE FOR RECOMMENDATION:** Staff has worked with Bowman Consulting Group on this project for approximately three months. An effort was made to make the ordinance clear, avoid redundancies and unnecessary cross references, and to comply fully with the law. A complete review was made. The final product was reviewed and recommended by the Stormwater Committee at their November 17th, 2014 meeting, and reviewed with the CRS Committee at their November 18th, 2014 meeting. I recommend approval by the full Town Council.

BE IT ORDERED AND ORDAINED by the Mayor and Town Council of the Town of Surfside Beach, South Carolina, in assembly and by the authority thereof, this ___ day of _____ 2014.

Douglas F. Samples, Mayor

David L. Pellegrino, Mayor Pro Tempore

Robert F. Childs, Town Council

Mark L. Johnson, Town Council

Mary Beth Mabry, Town Council

Ralph J. Magliette, Town Council

Randle M. Stevens, Town Council

Attest:

Debra E. Herrmann, CMC, Town Clerk

Draft

~~-VOLUME II~~

~~Chapter 14 - FLOOD DAMAGE PREVENTION
ARTICLE III. - STORMWATER MANAGEMENT~~

~~DIVISION 1. GENERALLY~~

VOLUME II

Chapter 14 - FLOOD DAMAGE PREVENTION
ARTICLE III. - STORMWATER MANAGEMENT

DIVISION I. GENERALLY

DIVISION 1. GENERALLY

Sec. 14-46. Short title.

Sec. 14-47. Findings of fact.

Sec. 14-48. Objectives

Sec. 14-49. Application

Sec. 14-4850. Jurisdiction.

Sec. 14-4951. Definitions.

Sec. 14-5052. Applicability.

Sec. 14-53. Powers of the Town.

Sec. 14-54. Construction and Scope.

Sec. 14-5155. Exemptions, prohibitions and illicit connections.

Sec. 14-5256. Prohibitions, and illicit connections..

Sec. 14-5357. Appeals.

Sec. 14-54. Preapplication58. Pre-application conference.

Sec. 14-5559. Stormwater management plan permit application.

Sec. 14-5660. Design requirements and contents of stormwater management plans.

Sec. 14-5761. Performance objectives for stormwater management plans.

Sec. 14-5862. Maintenance responsibilities for stormwater management facilities.

Sec. 14-5963. Compliance with plan; amendments to plan.

Sec. 14-64. Detection and Elimination of Illicit Discharges and Improper Disposal.

Sec. 14-6065. Enforcement.

Sec. 14-6166. Penalties for violation.

Sec. 14-6267. Emergencies.

Sec. 14-6368. Fee schedule.

Sec. 14-64. Reserved.

Sec. 14-65. General permits for residential construction.

Secs. 14-66—14-75. Reserved.

~~~VOLUME II~~  
~~Chapter 14—FLOOD DAMAGE PREVENTION~~  
~~ARTICLE III.—STORMWATER MANAGEMENT~~

~~DIVISION 1. GENERALLY~~

Sec. 14-69. General permits for residential construction.

**Sec. 14-46. Short title.**

This article shall be known and cited as "The Stormwater Management Ordinance" of the ~~town~~Town of Surfside Beach.

(Ord. No. ~~08-0640, 7-8-08~~)

~~Cross reference—Required drainage improvements in subdivisions, § 15-112(5); wastewater system, § 16-16 et seq. 14-0791 Amend Chapter 14, Article III Stormwater Management)~~

**Sec. 14-47. Findings of fact.**

The ~~town~~Town finds that inadequately or improperly designed, constructed or maintained drainage facilities and the development of land without due consideration of potential problems associated with stormwater runoff may have significant adverse impact upon the quality of the waters of the community and that in the absence of adequately and properly designed, constructed, and maintained facilities, the following situations have occurred and may occur again which have potential adverse impact on the public's health, safety and welfare:

- (1) Unregulated land use changes may result in increased rates and volumes of stormwater runoff, contributing to local and area flooding, which is potentially harmful to human health, welfare, and safety, and creates a risk of harm to property, and unreasonable interference with the enjoyment of life or property.
- (2) Development requiring the alteration of natural topography or removal of vegetation may increase the rate and volume of stormwater runoff, thereby increasing soil erosion and sedimentation and degrading water quality.
- (3) The siltation of a drainage facility resulting from increased erosion may significantly decrease the drainage facility's capacity to transport stormwater, thereby increasing the potential for more frequent and aggravated flooding.
- (4) The piecemeal strategies practiced in the absence of stormwater management techniques most often result in increased off-site flooding, erosion, and property damage.
- (5) Uncontrolled surface water runoff carries pollutants, including nutrients, heavy metals, debris, oils, and greases, into receiving bodies thereby degrading their water quality.
- (6) Increased rates and volumes of stormwater discharged onto the beach may further increase beach erosion, reducing the aesthetic value of the beach and increasing the potential for property damage to oceanfront structures.
- (7) ~~The stormwater phase II final rule requires small municipal stormwater systems to obtain The National Pollutant Discharge Elimination System (NPDES) permit coverage because their stormwater discharges are considered "point sources" of pollution.~~
- (8) ~~The NPDES phase II program~~Municipal Separate Storm Sewer System (MS4) Permit requires the ~~town~~Town to implement BMPs to meet a stormwater management program that meets the requirements of the Clean Water Act. ~~As it applies to construction site stormwater runoff control~~



~~-VOLUME II~~  
~~Chapter 14 - FLOOD DAMAGE PREVENTION~~  
~~ARTICLE III - STORMWATER MANAGEMENT~~

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~~and post-construction stormwater management in new development/redevelopment the recommended BMPs include, but are not limited to, infiltration, detention/retention, limiting impervious areas, disconnecting impervious areas.~~

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-48. Objectives.**

The objectives of this article include the following:

- (1) Protect, maintain, and enhance the short-term and long-term public health, safety, and general welfare. This objective will be achieved by:
  - a. Establishing minimum requirements and procedures to control the adverse effects of increased stormwater runoff associated with both future land development and existing developed land within the Town of Surfside Beach;
  - b. Providing proper management of stormwater runoff to minimize damage to public and private property and reduce the effects of land disturbing activities on land and stream channel erosion;
  - c. Protecting, preserving, and enhancing water quality and fish and wildlife habitat within the Town of Surfside Beach and in downstream receiving waters; and,
  - d. Alleviate street and property flooding and its adverse impacts caused by urban development.
- (2) Comply with state and federal (EPA) stormwater regulations developed pursuant to the Clean Water Act. These requirements include:
  - a. Control pollutants from stormwater discharges associated with commercial and industrial activity and the quality of stormwater discharge from residential, commercial and industrial developments;
  - b. Prohibit illicit connections to the stormwater drainage system;
  - c. Control discharges to the stormwater drainage system from spills and dumping or disposal of materials other than stormwater;
  - d. Control, through intergovernmental agreements, contribution of pollutants from one (1) municipal system to another.
- (3) Require plans to minimize the transport of pollutants to the local stormwater drainage system by requiring approval and implementation of stormwater management and sediment control plans.
- (4) Establish procedures, which minimize damage from flooding caused by development, while recognizing that natural fluctuations in water levels are beneficial.
- (5) Require construction, where possible, of drainage facilities/systems, which aesthetically and functionally approximate natural systems.
- (6) Establish procedures for the planning and implementation of stormwater improvements using a basin-wide or sub-basin approach which considers the total stormwater basin system, or major portions of the basin system, beyond individual subdivisions and developments.
- (7) To design, construct, and maintain stormwater management facilities to minimize mosquito-related problems.



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- ~~(8) To protect the water quality of the ocean and the physical characteristics of the beach area by minimizing the rates, volumes, and velocities of stormwater entering drainage systems discharging to the beach.~~

**Sec. 14-49. Application.**

~~The application of this article and the provisions expressed herein shall be the minimum stormwater management requirements and shall not be deemed a limitation or repeal of any other powers granted by state statute. In addition, if site characteristics indicate that complying with these minimum requirements will not provide adequate designs or protection for local property or residents, it is the designer's responsibility to exceed the minimum requirements as necessary. Town of Surfside Beach officials shall be responsible for the coordination and enforcement of the provisions of this article.~~

**Sec. 14-50. Jurisdiction.**

Article III of this chapter pertaining to stormwater management shall apply to the development or redevelopment of any land in the incorporated areas of the ~~town~~Town and any land development outside the corporate limits for which a request for annexation has been submitted.

~~(Ord. No. 08-0640, 7-8-08)~~

~~**Cross reference**—Subdivisions, Ch. 15; zoning, Ch. 17.~~

**Sec. 14-4951. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Adverse impact* shall mean any modifications, alterations, or effects on a feature or characteristic of community water or wetlands, including their quality, quantity, hydrodynamics, surface area, living resources, aesthetics or usefulness for human or natural uses which are or may potentially be harmful or injurious to human health, welfare, safety or property, or biological productivity, diversity, or stability or which unreasonably interfere with the enjoyment of life or property, including outdoor recreation. The term includes secondary and cumulative as well as direct impact.

*Applicant* shall mean the owner or his authorized representative of a lot or tract of land that is the site of development or proposed development activity ~~with~~within the scope of this article.

~~*As-built plan* shall mean a set of engineering or site drawings that delineate the specific permitted stormwater management facility (ies) and BMPs as actually constructed.~~

*Best management practices (BMP)* is a technique or series of techniques that are proven to be effective in controlling runoff, erosion, and sedimentation.

~~*CGP* shall mean SCDHEC's NPDES General Permit for Stormwater Discharges from Construction Activities and shall refer to the most recently approved permit #SCR100000.~~

*Clearing* shall mean the removal of trees and brush from the land, but shall not include the ordinary mowing of grass or gardening.

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*Culvert* shall mean an enclosed symmetrical channel of comparatively short length installed to convey water from one (1) side of an embankment to the other.

*Design storm events shall mean the frequency storm used for the design of stormwater management facilities (two (2) year, ten (10) year, twenty-five (25) year and the one hundred (100) year frequency storms).*

*Detention* shall mean the collection and storage of stormwater runoff in a surface or subsurface facility for subsequent controlled discharge to a watercourse or waterbody.

*Detention/retention basin* shall mean a stormwater management facility for impoundment of runoff in surface storage systems (i.e., regulated systems including excavated depressions, lakes, and ponds).

*Developer* shall mean any person who engages in development either as the owner or as the agent of an owner of property.

*Development or development activity* shall mean:

- (1) The construction, installation, alteration, demolition, or removal of a structure, impervious surface, or drainage facility;
- (2) Clearing, scraping, grubbing, or otherwise removing or killing the vegetation of a site; or
- (3) Adding, removing, exposing, excavating, leveling, grading, digging, burrowing, dumping, piling, dredging or otherwise significantly disturbing the soil, mud, sand or rock of a site, but shall not include ordinary gardening.

*Ditch* shall mean a drainage channel in earth created by natural or artificial means to convey surface and subsurface water, flowing continuously or intermittently.

*Drainage facility* shall mean any component of the drainage system.

*Drainage system* shall mean the surface and/or subsurface system, which collects and conveys stormwater and surface water, and includes all watercourses, water bodies, and wetlands.

*Elevation* shall mean height in feet above a given known datum, such as mean sea level.

*Erosion* shall mean the wearing or washing away of soil by the action of water or wind.

*Flood* shall mean a temporary rise in the level of any water body, watercourse, or wetland, which results in the inundation of areas not ordinarily covered by water.

*Grading* shall mean any displacement of soil by stripping, excavating, stockpiling, or any combination thereof, but does not include ordinary gardening.

*Impervious surface* shall mean a surface, which has been compacted or covered with a layer of material so that it is highly resistant to infiltration by water. This term includes, but is not limited to, most conventionally surfaced streets, roofs, sidewalks, driveways, and parking lots.

*Illicit connection shall mean a connection to the drainage system of any discharge that is not composed entirely of stormwater runoff and is expressly prohibited by this Ordinance.*

*Illicit discharge is defined in SC Water Pollutions Control Permits Regulation 61-9 122.26(b)(2) and refers to any discharge to a small municipal separate storm sewer that is not entirely composed of stormwater, except discharges authorized under an NPDES permit and discharges resulting from firefighting activities.*

*Outfall means a point source at the discharge point of a waste stream, sewer, or drain into a receiving body of water.*

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*Outlet facility* shall mean a stormwater management facility designed to regulate the elevation, rate, and volume of stormwater discharge from detention/retention facilities.

*Owner* shall mean the person in whom the fee ownership, dominion, or title of real property is vested. This term may also include a tenant, if such tenant is chargeable under his lease for the maintenance of the real property, and any agent of the owner or tenant including a developer.

*Person* shall mean any and all persons, whether natural or artificial, and including any individual, firm, corporation, government agency, business trust, estate, trust, partnership, association, two (2) or more persons having a joint or common interest, or any other legal entity.

*Postdevelopment*~~Post-development~~ *conditions* shall mean those conditions, which are expected to exist or do exist after alteration of the natural topography, vegetation; and rate, volume, or direction of stormwater runoff, resulting from development activity.

*Predevelopment*~~Pre-development~~ *conditions* shall mean those conditions, in terms of the existing topography, vegetation and rate, volume or direction of stormwater runoff for the site in its natural state. prior to any development activity.

*Primary drainage system* shall mean a system that includes major drainage facilities and appurtenances for conveying stormwater and surface water from watershed areas, which equal or exceed forty (40) acres in upstream tributary area.

*Project* shall mean improvements and structures proposed by the applicant to be constructed on a defined site as part of a common plan of development.

*Rate* shall mean a volume of water passing a point per unit of time, which is generally expressed in cubic feet per second (cfs).

*Receiving bodies of water* shall mean any water bodies, watercourses, or wetlands into which surface waters flow either naturally or in manmade ditches or in a closed conduit system.

*Receiving water stage* shall mean the elevation at which stormwater is discharged from a receiving water body, either through regulated facilities or nonregulated facilities.

*Retention* shall mean the collection and storage of stormwater runoff without subsequent discharge to surface waters.

*Return period* shall mean the average length of time between rainfall events having the same amount of precipitation and length of time over which the precipitation occurs.

*Runoff* shall mean that part of rainfall that is not absorbed into the site, but as surface water, flows from or over the site.

SCDHEC shall mean the South Carolina Department of Health and Environmental Control.

*Secondary drainage system* shall mean a system that includes minor storm sewer systems, ditches, swales; and appurtenant structures and systems for conveying stormwater and surface water from watershed areas, which are less than forty (40) acres in upstream tributary area.

*Sediment* shall mean fine, particulate material, whether mineral or organic, that is in suspension and is being transported or has been transported from its site of origin by water or air.

*Sedimentation facility* shall mean any structure or area, which is designed to retain suspended sediments from collected stormwater runoff, to include sediment basins.

*Site* shall mean any tract, lot or parcel of land or combination of tracts, lots or parcels of land, which are in common ownership, or are contiguous and in diverse ownership where development is to be performed as part of a unit, subdivision, or project.



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*Sod* is a square of natural grass to be placed as an erosion control measure.

*Storm sewer* shall mean an artificial drainage facility or system designed to collect and transport stormwater runoff from storms of frequent occurrence, such as two-year, five-year, or ten-year events.

*Stormwater management facility* shall mean a drainage facility which is designed, constructed, and maintained to mitigate the detrimental effects of stormwater runoff generated by development activity by encouraging infiltration and percolation, attenuating peak discharge rates and volumes, reducing and controlling erosion and sediment transport, or otherwise approximating the predevelopment hydrologic conditions of a site.

*Stormwater management plan* shall mean drawings, maps, calculations, and legal documents prepared in accordance with the provisions of this article with the purpose of mitigating detrimental effects of stormwater runoff generated by development activities.

*Tail water* shall mean the depth of ponding of water at the outlet of a culvert as measured from the culvert invert to the water surface in the outlet channel.

*Vegetation* shall mean all plant growth including, but not limited to, trees, shrubs, vines, ferns, mosses, and grasses.

*Volume of rainfall* shall mean the amount of precipitation occurring over the duration of a storm event, generally expressed in inches.

*Volume of runoff* shall mean the quantity of stormwater runoff generated upstream of a particular point or stored in a stormwater management facility, generally expressed in cubic feet (cf) or acre-feet (acre-ft.).

*Water body* shall mean any natural or artificial pond, lake, reservoir, or other area which ordinarily or intermittently contains water and which has a discernible shoreline.

*Watercourse* shall mean any natural or artificial stream, river, creek, channel, ditch, canal, conduit, culvert, drain, waterway, street, roadway, swale or wash in which water flows in a definite direction, either continuously or intermittently and which has a definite channel, bed or banks.

*Watershed* shall mean a drainage area or drainage basin contributing to the flow of stormwater into a receiving watercourse or water body.

*Wetlands* shall mean those areas that are inundated or saturated by surface or groundwater at a frequency and duration sufficient to support, and that under normal circumstances do support, a prevalence of vegetation typically adapted for life in saturated soil conditions.

~~(Ord. No. 08-0640, 7-8-08)~~

~~Cross reference—Definitions and rules of construction generally, § 1-2.~~

**Sec. 14-5052. Applicability.**

A stormwater management plan prepared in accordance with this article must be approved by ~~the building department for each of the following:~~ Town of Surfside Beach officials for all development within the Town to include, but not be limited to:

- ~~(1) All additions to existing dwellings, including construction of new residences, in the R-1 district that exceed forty (40) percent impervious coverage.~~
- ~~(2) All additions to existing dwellings, including construction of new residences, in the R-2 and R-3 districts.~~

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- (32) All development for multifamily, institutional, commercial, industrial, or other land development projects in the C-1, C-2 and C-3 districts.
- (43) Construction of a new street, driveway or roadway; provided, however, that a stormwater management plan shall not be required for the paving or resurfacing of any street, driveway or roadway existing on October 1, 1985.
- (54) Altering, rerouting, deepening, widening, obstructing, or changing the characteristics of an existing drainage system or taking action such as filling or grading that would create adverse impact on the drainage system.
- (65) Commencing any other development activity, which may have adverse impact on any wetland, watercourse, or water body.
- (76) No property owner shall cause or allow alteration of grade elevations on their property that will direct or cause stormwater runoff onto adjacent properties. Any property grade elevation alterations or approved stormwater management plans shall divert excess water to the ~~town's~~Town's stormwater drainage system by natural means. The lowest portion of the structure must be (12) inches above the bottom of the lowest point where drainage enters the nearest stormwater conveyance area. The height of amount of lot fill is limited to, and shall not exceed, the elevation of all adjacent properties. A permit, inspection, and approval by ~~building~~Building department or other entities as may be retained by the ~~town~~Town are required for any alteration of property grade elevations.

The ~~town~~Town reserves the right to review all plans for lot fill and maintains the right to provide for reasonable drainage. Please refer to section 14-~~5761~~, which provides performance objectives for stormwater management within the ~~town~~Town.

- (87) General permits are available for development activities less than four hundred (400) square feet in size which meet the conditions herein.

(Ord. No. 08-0640, 7-8-08)

~~Cross reference—Subdivisions ch. 15; zoning ch. 17.~~

**Sec. 14-~~5153~~. Powers of the Town**

The Town of Surfside Beach shall have the power to administer and enforce all regulations and procedures adopted to implement this Ordinance, including the right to maintain an action or procedure in any court of competent jurisdiction to compel compliance with or restrain any violation of this Ordinance.

The Town of Surfside Beach shall have the right of entry on or upon the property of any person subject to this Ordinance issued hereunder. The Town of Surfside Beach shall have right of entry to carry out inspections, surveillance and monitoring procedures necessary to determine compliance and noncompliance with permit conditions including the prohibition on illicit discharges to the Town's storm sewer system and receiving waters.

**Sec. 14-54. Construction and Scope**

- (1) The boundaries and jurisdiction of this Ordinance shall extend to the corporate limits of the Town, including all areas hereafter annexed thereto, and such additional areas lying outside the corporate limits of the Town as shall be approved by Town Council.

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- (2) The Town of Surfside Beach officials shall be responsible for the coordination and enforcement of the provisions of this Ordinance and the SWMP.
- (3) The application of this Ordinance and the provisions and references expressed herein shall be the minimum stormwater management requirements and shall not be deemed a limitation or repeal of any other ordinances of the Town of Surfside Beach or powers granted to the Town by the State of South Carolina statues, including, without limitation, the power to require additional or more stringent stormwater management requirements. If site characteristics on new development and/or redevelopment indicate that complying with these minimum requirements will not provide adequate designs or protection for local property, residents, or the environment, the property owner, operator, or person responsible for land disturbing activities is required to provide additional and appropriate management practices, control techniques, system design, and engineering methods to attain an adequate level of protection.

**Sec. 14-55. Exemptions, prohibitions and illicit connections.**

*Exemptions.* ~~For the purpose of sections 14-50 through 14-53, the~~The following activities are exempt from the requirements of this article:

- (1) Bona fide agricultural pursuits including gardening except where an artificial drainage system will be used to increase the flow of surface water from the owner's land;
- (2) Maintenance work performed on existing stormwater detention/retention structures and drainage channels for the purpose of public health and welfare, provided such work does not alter the function, capacity, or integrity of such structures or channels and is performed by or approved by the ~~town~~Town.

Additionally, the following non-stormwater sources are exempt from the requirements of this article:

- (1) Water line flushing
- (2) Landscape irrigation
- (3) Diverted stream flows
- (4) Rising ground waters
- (5) Uncontaminated ground water infiltration (infiltration is defined as water other than wastewater that enters a sewer system, including foundation drains, from the ground through such means as defective pipes, pipe joints, connections, or manholes. Infiltration does not include, and is distinguished from, inflow.)
- (6) Uncontaminated pumped ground water
- (7) Discharges from potable water sources
- (8) Foundation drains
- (9) Air conditioning condensate
- (10) Irrigation water (not consisting of treated, or untreated, waste water)
- (11) Springs
- (12) Water from crawl space pumps
- (13) Footing drains
- (14) Lawn watering



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- ~~(15) Individual residential car washing~~
- ~~(16) Natural flows from riparian habitats and wetlands~~
- ~~(17) Dechlorinated swimming pool discharges~~
- ~~(18) Street wash water~~
- ~~(19) Discharges or flows from fire fighting activities~~

~~(3) Areas zoned R1 with existing structures are exempt not to exceed the forty (40) percent cumulative impervious coverage.~~

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-5256. Prohibitions and Illicit Connections.**

(a) ~~[Prohibitions.]~~

- (1) It is unlawful for any person, company, corporation, etc., to throw, drain, run, or otherwise discharge to any component of the ~~town's~~Town's stormwater system, including streets, highways, rights-of-way, or to cause, permit or suffer to be thrown, drain, run, or allow to seep or otherwise discharge into such system, any organic or inorganic matter that shall cause or tend to cause pollution or blockages to such waters, as provided for in this article.
- ~~(2) The town~~Town ~~exempts the following from the prohibition provision above:~~
  - ~~a. Water line flushing performed by a government agency, diverted stream flows, rising groundwaters~~groundwater, and polluted groundwater infiltration.
  - ~~b. Unpolluted, pumped groundwater.~~
  - ~~c. Discharges from potable water sources, foundation drains, air conditioning condensation, irrigation water, springs, water from crawl space pumps, footing drains, lawn watering, individual residential car washing, flows from riparian habitats and wetlands, and street washwater~~wash water.
  - ~~d. Discharges or flows from firefighting.~~
  - ~~e. Other unpolluted water.~~
- ~~(23)~~ In the event of an accidental discharge to the ~~town~~Town drainage system of any material or substance other than stormwater runoff, the person concerned shall inform the ~~town-building~~Town Building department immediately of the nature, quantity and time of occurrence of the discharge. The person concerned shall take immediate steps to contain, treat or take other actions to minimize the effects of the discharge on the ~~town~~Town drainage system and receiving streams. The person shall also take immediate steps to ensure no recurrence of the discharge.

(b) *Illicit connections.*

- (1) It is unlawful for any person, company, corporation, etc., to connect any pipe, open channel, or any other conveyance system to the ~~town~~Town drainage system that discharges anything except stormwater discharges that are identified on the approved stormwater management and sediment control plan.
- (2) Improper connections in violation of this article must be disconnected and redirected to an acceptable outlet, as approved by the ~~town~~Town engineer.



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~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-~~5357~~. Appeals.**

Determinations made by the ~~building~~Building department regarding the enforcement or provisions of this article may be appealed, in writing, to the ~~building~~Building board of appeals in accordance with the ordinances of the ~~town~~Town.

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-~~54~~. ~~Preapplication~~58. Pre-application conference.**

- (a) *Purpose.* The purpose of the ~~preapplication~~pre-application conference is to discuss acceptable sources of information concerning stormwater management, applicable requirements and information known about the subject property in order to identify issues that should be addressed by the applicant. ~~Preapplication~~Pre-application conferences are encouraged, but are not required.
- (b) *Required information.* If a ~~preapplication~~pre-application conference is requested by the applicant, the application form shall be submitted to the ~~building~~Building department and shall be accompanied by the following information:
- (1) A location map of the property with appropriate lot and block number; and
  - (2) A statement and sketch of the property at a reasonable scale expressing the intent and scope of the proposed project and the anticipated extent of disturbance to the natural and existing drainage system on and around the site.
- (c) *Review process.* The application form, request for ~~preapplication~~pre-application conference, and the required information shall be reviewed by the ~~building~~Building department after submission of the completed application form for utilization at the ~~preapplication~~pre-application conference. The conference will be held between the applicant or his designated representative and a designated representative of the ~~building~~Building department.
- (d) *Fees.* A fifty dollar (\$50.00) fee shall be charged for the ~~preapplication~~pre-application review and conference.

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-~~5559~~. Stormwater management plan permit application.**

- (a) *Purpose.* The purpose of the stormwater management plan review process is to provide an organized framework for evaluating and acting upon proposals for development as they relate to stormwater management issues.
- (b) *Required information.* The applicant shall furnish the ~~building~~Building department with five (5) copies of the application form together with all plans and data required by the provisions of the SCDHEC Standards for Stormwater Management and Sediment Reduction Regulation 72-300 through 72-316. Plans and data shall bear the seal of a professional engineer registered in the state of South Carolina. Each application shall include a statement that any land clearing, construction, or development involving the movement of earth shall be in accordance with the Erosion and Sediment Control Plan and that a certified contractor shall be on site when construction or grading activity takes place.
- (c) *Review process.*

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- (1) The ~~buildingBuilding~~ department will ascertain whether the application form is complete and contains the information required by the provisions of the SCDHEC Standards for Stormwater Management and Sediment Reduction Regulation 72-300 through 72-316. If the ~~buildingBuilding~~ department determines that the application form and supporting plans and data are complete, the ~~buildingBuilding~~ department shall notify the applicant that the application form is complete.
- (2) If the ~~buildingBuilding~~ department determines that the application form is not complete, the ~~buildingBuilding~~ department shall notify the applicant, in writing, that the application form is not complete and specify the deficiencies of the application form. No further action shall be taken by the ~~townTown~~ with respect to the application form. If the applicant fails to submit the information necessary to complete the application form together with supporting plans and data within three (3) months after the ~~buildingBuilding~~ department has notified the applicant that the application form together with supporting plans and data is not complete, the application form shall be determined abandoned by the applicant. If the application form is determined to be abandoned by the applicant, the applicant must resubmit on a new application form all information together with supporting plans and data along with a new application fee to the ~~buildingBuilding~~ department in order to have the project reviewed.
- (3) After the ~~buildingBuilding~~ department has notified the applicant that the application form is complete, the ~~buildingBuilding~~ department shall approve the application form or shall reject the application form and recommend that specified conditions conforming to the requirements of this article be met as a condition precedent to approval of the application form, and shall notify the applicant.
- (4) The stormwater management plan application form, together with all plans and data required by the provisions of the SCDHEC Standards for Stormwater Management and Sediment Reduction Regulation 72-300 through 72-316, must be reviewed by a registered professional engineer, registered landscape architect, or tier B land surveyor. This may include ~~buildingBuilding~~ department staff or entities as may be retained by the ~~townTown~~.
- (5) If a decision on the application form is not rendered by the ~~buildingBuilding~~ department within twenty (20) calendar days after written notification to the applicant that the application form is complete, the application form will be deemed approved without conditions. If the applicant feels aggrieved as a result of denial of the application form, he may appeal the decision of the ~~buildingBuilding~~ department to the ~~building-boardBuilding Board~~ of ~~appealsAppeals~~ consistent with the requirements of section 14-~~5357~~.
- (6) All land disturbing activities greater than one-half (½) acre requires application for construction general permit coverage. This submittal shall be made in accordance with the NPDES phase II requirements. ~~All land disturbing activities less than or equal to one-half (½) acre requires GIS review to determine whether construction general permit coverage is required.~~
- (7) All Single Family Residential (SFR) construction and commercial construction projects that disturb one-half (½) acre or less require a building permit application that must include the Erosion Protection & Sediment Control (EPSC) Certification that contains guidance on selecting, installing, and maintaining erosion prevention and sediment controls on site. This certification requires the owner/operator to certify that these measures will be installed and maintained to prevent the discharge of sediment-laden runoff and to prevent the construction from causing non-compliance for any adjacent construction projects that may be under another county, state, or federal permit. The application is to be filled out and signed to be considered complete.

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- ~~(d) Review criteria.~~ The ~~building~~Building department or other entities as may be retained by the ~~town~~Town, in approving or rejecting an application form shall consider the requirements of this article including the following criteria with respect to each application form:
- ~~(1) The characteristics and limitations of the soil at the proposed site, specifically with respect to percolation, infiltration, and water table depth;~~
  - ~~(2) The existing topography of the proposed site and the extent of proposed topographical changes after development, this should include topographic information twenty-five (25) feet beyond the property line of the proposed development;~~
  - ~~(3) The existing vegetation of the proposed site and the extent of proposed ~~vegetational~~vegetation changes after development;~~
  - ~~(4) The plans and specifications of structures or devices to be employed for detention, retention, erosion control, and flow attenuation;~~
  - ~~(5) The effect the proposed water detention or retention facilities will have upon mosquito breeding habitats;~~
  - ~~(6) The continuity of projects to be developed in phases will require the submission of a comprehensive drainage plan for the project's total boundary;~~
  - ~~(7) The ability of the plan to meet the intent of the ~~town's~~Town's NPDES phase II program through implementation of appropriate proven BMPs;~~
  - ~~(8) Wetlands information as it pertains to the proposed developed site. This should include the wetland determination information provided by the Army Corps of Engineers and corresponding wetland plat if applicable; and~~
  - ~~(9) A geotechnical investigation report containing at a minimum, boring log and reporting, an adequate description of the soils on site with conclusions and recommendations regarding:
    - ~~a. The infiltration rate.~~
    - ~~b. Depth to groundwater.~~~~
- ~~(e) Fees.~~
- ~~(1) A fee shall be collected at the time the application form is submitted by the applicant to the ~~building~~Building department and will reflect the cost of the administration and management of the review process. A Fee Schedule can be found in Section 14-68.~~
  - ~~(2) When work for which an approved application is required by this article is commenced prior to obtaining approval, the ~~building~~Building department shall establish a fee equivalent to twice the amount of the application form fee to reflect the additional administrative, inspection, and enforcement efforts required to deal with the violation. The payment of such fee shall not relieve any persons from fully complying with the requirements of this article in the execution of the work nor from any applicable penalties prescribed in this article.~~

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-~~5660~~. Design requirements and contents of stormwater management plans.**

- ~~(a) Responsibility of applicant.~~ It is the responsibility of an applicant to include sufficient information for review by the building official in the application form to enable evaluation of the project. Application shall be made on the standard forms approved by the ~~building~~Building department.

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- (b) *Required information from the applicant.* The information supplied by the applicant shall be in conformance with all items listed in SCDHEC Standards for Stormwater Management and Sediment Reduction Regulation 72-300 through 72-316, and include the following:
- (1) Required information from applicant;
  - (2) Plan contents;
  - (3) Hydraulic design considerations;
  - (4) Computational methodologies;
  - (5) System design requirements;
  - (6) Soil erosion and sediment control plan; and
  - (7) A soils report completed after testing infiltration rates and depth to groundwater by a third party licensed professional.

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-5761. Performance objectives for stormwater management plans.**

- (a) *Purpose.* The purpose of this section is to establish engineering objectives for the design, construction, and maintenance activities of stormwater management plans. It is the intent of this article that the performance objectives be satisfied by all stormwater management plans.
- (b) *Performance objectives.* Stormwater management plans will be approved, consistent with procedures in this article, when the applicant has demonstrated that the proposed development activity has been designed to be constructed and maintained to meet each of the following performance objectives:
- (1) To encourage the maximum use of on-site storage facilities to reduce runoff rates and volumes, and minimize erosion and sedimentation;
  - (2) To design, construct, and maintain stormwater management facilities in a manner which regulates and controls post-development runoff to levels equivalent to or less than predevelopment conditions; ~~for the 2-year, 10-year, 25-year and 100-year design storms;~~
  - ~~(3) To design, construct, and maintain stormwater management practices that manage rainfall on-site and prevent the off-site discharge of one (1) inch of runoff from the site's disturbed area;~~
  - (4) To design, construct, and maintain stormwater management facilities in such a manner that erosion or sedimentation does not exceed natural or predevelopment conditions;
  - (45) To ensure that no adverse impact on the existing system results from improper location, design and construction of stormwater management facilities;
  - (56) To design, construct and maintain stormwater management facilities to minimize stagnant water conditions;
  - (67) To conserve the aquatic areas associated with the ~~town~~ Town and reduce pollutant loadings to the aquatic areas. ~~To address~~ Address the requirements of NPDES phase II in an integrated, watershed approach. Each effort to meet the requirements will be completed in a measurable manner.
  - ~~(7) Longterm~~ 8) Long-term maintenance of systems; and
  - (89) Satisfy all items listed in SCDHEC Standards for Stormwater Management and Sediment Reduction Regulation 72-300 through 72-316.



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~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-5862. Maintenance responsibilities for stormwater management facilities.**

- (a) *Granting of easement.* The stormwater management facility required by this article shall be constructed by [the owner] and maintained by the owner. The owner shall be required to grant an easement to the ~~town~~Town which will permit the ~~building~~Building department officials or other ~~town~~Town employees or agents:
- (1) Adequate ingress and egress to inspect the premises; and
  - (2) If necessary, to take corrective maintenance action should the owner fail to properly maintain the system.
- ~~(b) *Documentation of maintenance responsibility.* The owner shall be required to provide documentation to the town attorney who clearly shows the continuity of maintenance responsibility for the stormwater management facility. If the project involves sale of units or parcels to third parties, the owner must provide legal documents to ensure that successors are legally bound to continue proper maintenance of the system. The documentation requirements will vary as to the type of project, whether townhouse, a subdivision, or a condominium project. The town attorney will review and approve all permit applications regarding maintenance responsibility.~~
- ~~(b) *Maintenance Covenants.* Property owners are responsible for maintaining stormwater quantity and quality facilities and all conveyance structures located on their property. Prior to the issuance of a permit approval for a construction activity, the property owner shall execute a legal document entitled "Town of Surfside Beach Covenants for Permanent Maintenance of Stormwater Systems". The property owner shall record the Covenants in the Office of The Register of Deeds in Horry County. The location of the facility, the recorded location of the Covenants document, and a statement of the property owner's responsibility for maintenance shall be included and also shown on a plat. In the case of an operator other than the property owner, a copy of a maintenance agreement between the operator and the property owner shall be included with the Covenants, defining the operators' duties and responsibilities and that the property owner shall be responsible for maintenance activities upon the termination of the agreement.~~
- (c) *Failure to maintain.* Should the owner fail to properly maintain the system to be maintained by him, the ~~building~~Building department shall give written notice to the owner of record as appears on the latest property tax rolls, by certified, return receipted mail, of the nature of the violation, and shall order the corrective action necessary. Should the owner fail, within thirty (30) calendar days from the date of the written notice, to take corrective action to the satisfaction of the ~~building~~Building department or shall fail to appeal the notice and order within thirty (30) calendar days of the date of the written notice, the ~~town~~Town may enter upon the lands, take such corrective action as the ~~building~~Building department may deem necessary and place a lien on the property of the owner for the costs thereof.
- (d) *Town maintenance.* Certain off-site systems as may be identified by the ~~building~~Building department which are to provide general public benefits may be accepted by the ~~town~~Town for maintenance. All areas and/or structures to be maintained by the ~~town~~Town must be dedicated to the ~~town~~Town by plat or separate instrument and accepted by resolution of the ~~town~~Town council.

~~(Ord. No. 08-0640, 7-8-08)~~

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**Sec. 14-~~5963~~. Compliance with plan; amendments to plan.**

- (a) The applicant shall be required to adhere strictly to the stormwater management plan submitted by the applicant and approved by the ~~building~~Building department. Any changes or amendments to the plan must be approved by ~~the building~~Building department ~~officials~~ in accordance with the procedures set forth in this article for obtaining stormwater management plan approval. ~~Enforcement~~Town officials shall, and are granted by this section, inspection rights and right of entry privileges in order to ensure compliance with the requirements of this article.
- (b) After completion of the project and prior to issuance of a certificate of occupancy, ~~the building~~Building department ~~officials~~ shall require from the applicant that the professional engineer in charge certify compliance with terms of the approved stormwater management plan and permit.
- (c) Town staff or other entities as may be retained by the ~~town~~Town will conduct periodic site inspections on all land disturbing activities. The person responsible for the land disturbing activity shall notify the ~~town~~Town before initiation of construction and upon project completion when a final inspection will be conducted to ensure compliance with the approved stormwater management plan.
- (d) The applicant shall provide an "as-built" plan (based on field inspections), signed and sealed by a registered professional, to be submitted upon completing of the stormwater management facilities included in the Stormwater Management and Sediment Control Plan. The registered professional shall state that:
  - (1) The facilities have been constructed as shown on the "as-built" plan; and
  - (2) The facilities meet the approved stormwater management and sediment control plan and specifications or achieve the function for which they were designed.
- (e) No stage work, related to the construction of stormwater management facilities and BMPs, shall proceed until the next preceding stage of work, according to the sequence specified in the approved staged construction and inspection control schedule is inspected and approved.
- (f) The owner shall be responsible for conducting their on-site erosion control inspections as per the SWPP plan with a certified inspector as outlined in the SCDHEC regulations. Reports for the inspections shall be kept on site and made available to the Town of Surfside Beach upon request.

~~{Ord. No. 08-0640, 7-8-08}~~

**Sec. 14-~~64~~. Detection and Elimination of Illicit Discharges and Improper Disposal.**

*Illicit Connections.*

- (a) It is unlawful for any person to connect any pipe, open channel, or any other conveyance system that discharges anything, except stormwater or other approved discharges into a the Town of Surfside Beach stormwater management system or facility or a Water of the State.
- (b) It is unlawful for any person to continue the operation of any such illicit connection regardless of whether the connection was permissible when constructed. Improper connections in violation of this Ordinance must be disconnected and redirected, if necessary, to the satisfaction of the Public Works Department or their designee and any other federal, state, or local agencies or departments regulating the discharge.
- (c) It is unlawful for any person to throw, drain, or otherwise discharge to a Town of Surfside Beach stormwater management system or facility or to cause, permit, or allow a discharge that is composed



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~~of anything except stormwater or unpolluted water which is approved by the Public Works Department.~~

- ~~(d) The Public Works Department shall develop procedures for detecting, tracking, and eliminating illicit discharges and improper disposals to the stormwater system.~~

~~The Public Works Department may require controls for or exempt from the prohibition provision in (a), (b), and (c) above the following, provided that a reasonable determination is made that they are not a significant source of pollution:~~

~~— Unpolluted industrial cooling water, but only under the authorization and direction of the Public Works Department and if an appropriate Industrial NPDES permit is in place.~~

~~— Water line flushing, diverted stream flows, rising ground waters, and uncontaminated pumped ground waters, and uncontaminated ground water infiltration.~~

~~— Discharges from potable water sources, foundation drains, air conditioning condensation, landscape irrigation, springs, water from crawl space pumps, footing drains, lawn watering, individual car washing, dechlorinated swimming pool discharges, flows from riparian habitats and wetlands, and street wash water.~~

~~— Discharges or flows from firefighting activities.~~

- ~~(f) The Public Works Department may develop procedures for allowing other non-stormwater discharges.~~

~~*Detection of Illicit Connections.*~~

- ~~(a) The Public Works Department shall take appropriate steps to detect and eliminate illicit connections to the Town of Surfside Beach stormwater systems, including the adoption of a program to screen illicit discharges and identify their source or sources, perform inspections, and levy fines if not removed.~~

- ~~(b) The Public Works Departments shall take appropriate steps to detect and eliminate improper discharges. These steps may include programs to screen for disposal, programs to provide for public education and public information, inspection, levying fines, and other appropriate activities to facilitate the proper management and elimination of illicit discharges.~~

~~*Improper Disposal.* No person shall throw, deposit, leave, maintain, keep, or permit to be thrown, deposited, left, or maintained, in or upon any public or private property, driveway, parking area, street, alley, sidewalk, component of the storm drain system, any refuse, rubbish, garbage, litter, pet fecal matter, or other discarded or abandoned objects, articles, and accumulations, so that the same may cause or contribute to pollution. Yard debris, including natural foliage, may be deposited in the public right of way but not in or on any stormwater conveyance structures, including inlets and gutters, but only if a collection service is available. Wastes in proper waste receptacles may be placed in the street for collection, but again only if collection by or through the Town of Surfside Beach is in place. No waste or yard debris shall be placed in the street without such a collection service.~~

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**Sec. 14-6560. Enforcement.**

~~If the building department determines~~If Town of Surfside Beach officials determine that the project is not being carried out in accordance with the approved plan or that any project subject to this article is being carried out without approval, ~~the building department is~~Town officials are authorized to take the following actions:

- (1) *Written notice.* Issue written notice to the owner by certified, receipted delivery mail specifying the nature and location of the alleged noncompliance, with a description of the remedial actions necessary to bring the project into compliance within a reasonable specified time.
- (2) *Stop work order.* Issue a stop work order by certified, receipted delivery mail or receipted hand delivery directing the applicant or owner to cease and desist all or any portion of the work which violates the provisions of this article, if the remedial work identified in the written notice is not complete within the specified time.
- (3) *Revocation of approval.* Should the applicant or owner fail to bring the project into compliance with the written notice and stop work order, he shall then be subject to immediate revocation of the stormwater management plan permit and all building permits issued by the ~~building~~Building department with respect to the project and to the penalties described in this article. Notice of such revocation shall be made by certified receipted delivery. In the event of such revocation, no stormwater management plan permit fees or building permit fees shall be refunded.
- (4) *Appeal.* Any notice, order, or revocation shall become final unless the person named therein requests a hearing before the ~~building board~~Building Board of ~~appeals~~Appeals pursuant to section 14-~~5357~~. Such request shall be made in writing no later than ten (10) calendar days after the date such notice order or revocation is served.

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-6166. Penalties for violation.**

Any person who violates or causes to be violated any provision of this article or permits any such violation or fails to comply with any of the requirements in this article shall be guilty of a misdemeanor. Each day upon which such violation occurs shall constitute a separate offense. In addition to any other remedies, whether civil or criminal, the violation of this article may be restrained by injunction, including mandatory injunction and otherwise abated in any manner provided by law.

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-6267. Emergencies.**

- (a) This article shall not be construed to prevent the doing of any act necessary to prevent material harm to or destruction of real or personal property as a result of a present emergency including, but not limited to, fire, infestation by pests, or hazards resulting from violent storms or hurricanes, or when the property is in imminent peril and the necessity of obtaining a permit is impractical and would cause undue hardship in the protection of the property.
- (b) A report of any such emergency action shall be made to the ~~building~~Building department by the owner or person in control of the property upon which emergency action was taken as soon as practical, but not more than ten (10) calendar days following such action. Further, the property on which the emergency action is taken shall be brought back to acceptable standards as determined by the ~~building~~Building department within thirty (30) calendar days after initiation of such action.



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~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-~~6368~~. Fee schedule.**

The following is the schedule of fees applicable to development within the jurisdiction of and pursuant to this article:

- (1) *Permit fees:*
  - (a) Residential single-family and two (2) or more lots (simultaneous construction and closeout): three hundred fifty dollars (\$350.00) each lot.
  - (b) Residential duplex permit (two (2) units with common lot line): four hundred seventy-five dollars (\$475.00).
  - (c) Residential multifamily (up to sixteen (16) units): nine hundred dollars (\$900.00).
  - (d) Residential multifamily (seventeen (17) or more units): one thousand eight hundred dollars (\$1,800.00).
  - (e) Commercial (up to two (2) acres): nine hundred dollars (\$900.00).
  - (f) Commercial (over two (2) acres): one thousand eight hundred dollars (\$1,800.00).
- (2) *Plan review and construction observation fees (non-NPDES projects):*
  - (a) Residential single-family and two (2) or more lots (simultaneous construction and closeout): three hundred fifty dollars (\$350.00) plus forty dollars (\$40.00) per lot up to four (4) lots; five hundred ten dollars (\$510.00) plus twenty dollars (\$20.00) per lot, five (5) or more lots.
  - (b) Residential duplex (two (2) units with common lot line): four hundred seventy-five dollars (\$475.00).
  - (c) Residential multifamily (up to sixteen (16) units): nine hundred dollars (\$900.00).
  - (d) Residential multifamily (seventeen (17) or more units): one thousand eight hundred dollars (\$1,800.00).
- (3) *Plan review and construction observation fees (NPDES projects):*
  - (a) Residential, two (2) or more lots (simultaneous construction and closeout): three hundred fifty dollars (\$350.00) plus seven hundred fifty dollars (\$750.00) for MS4 NPDES work.
  - (b) Residential multifamily (up to sixteen (16) units): nine hundred dollars (\$900.00) plus nine hundred dollars (\$900.00) for MS4 NPDES work.
  - (c) Residential multifamily (seventeen (17) or more units): one thousand eight hundred dollars (\$1,800.00) plus one thousand eight hundred dollars (\$1,800.00) for MS4 NPDES work.
  - (d) Commercial (up to two (2) acres): nine hundred dollars (\$900.00) plus nine hundred dollars (\$900.00) for MS4 NPDES work.
  - (e) Commercial (over two (2) acres): one thousand eight hundred dollars (\$1,800.00) plus one thousand eight hundred dollars (\$1,800.00) for MS4 NPDES work.

The base fee plus a lot fee includes an initial plan review by the ~~building~~**Building** department staff, public works, ~~town~~**Town** engineer, and/or an attorney. The initial review includes reviewing the plans, conducting a committee meeting to assimilate comments from the reviewer, forwarding comments to the developer, and a second plan review to ensure comments are incorporated in the plans. It will also entail

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the ~~preapplication~~pre-application conference conducted by the ~~building~~Building department if requested by the applicant.

Third review: one hundred dollars (\$100.00).

Fourth review: one hundred fifty dollars (\$150.00).

Fifth review: two hundred dollars (\$200.00).

Sixth or more (per review): two hundred fifty dollars (\$250.00).

Reviews above the number indicated in the base fee initial plan review process (in excess of two (2) by any member of the review team or the committee as a whole) will result in an excess review fee being assessed to the applicant in accordance with the schedule above. Such fee shall be collected prior to initiation of the review, and the timetable indicated for review by the ~~building~~Building department shall not commence until the appropriate fee is paid.

Additional fees may be required by the Town of Surfside Beach to be in compliance with the NPDES MS4 requirements. Owner, contractor and/or developer will be notified if additional fees are incurred.

~~(Ord. No. 08-0640, 7-8-08)~~

Sec. 14-~~64. Reserved~~69.

**~~Sec. 14-65. General permits for residential construction.~~**

- (a) *[Notice of intent.]* A notice of intent shall be provided to the ~~town~~Town for review and compliance with the general permit conditions. The notice of intent for general permitting will include the following:
- (1) The mailing address and location of the construction site for which the notification is submitted. Where a mailing address for the site is not available, the location can be described in terms of latitude.
  - (2) The owner's name, address, and telephone number.
  - (3) The name, address, and telephone number of the person or entity with day-to-day operational control that have been identified at the time of NOI.
  - (4) The name of the watershed and drainage features and the ultimate receiving water.
  - (5) An estimate of project start and completion dates, estimates of the number of acres of the site, and a certification that a stormwater plan has been performed for the facility in accordance with the guidance provided in this section.
  - (6) The proposed compliance method:
    - a. *Option A.* Information.
    - b. *Option B.* Biofiltration.
    - c. *Option C.* Parking lot storage.
  - (7) A geotechnical investigation report containing at a minimum, boring log and reporting, an adequate description of the soils on site with conclusions and recommendations regarding:
    - a. The infiltration rate.
    - b. Depth to groundwater.

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- (b) *[Stormwater controls and measures guidelines.]* Each plan must include a description of appropriate stormwater controls and measures that will be implemented at the construction site. If the following guidance is sufficient to meet specific site constraints, the drawings in the section can suffice.
- (1) *Option A—Infiltration; purpose.* Infiltration systems are used primarily as water quality management practices. Stored runoff gradually infiltrates into the surrounding soil. The surface of the system can be covered with grating and/or consist of stone, gabion, sand or a grassed area with a surface inlet. Utilizing underground pipes within the trench can increase the temporary storage capacity of the system and can sometimes provide storage for flooding control.
- a. Infiltration systems are suitable for use where the subsoil is sufficiently permeable to provide a reasonable rate of infiltration. They are also practical where the water table is sufficiently lower than the design depth of the facility to prevent pollution of the groundwater.
  - b. Infiltration systems are not practical for large drainage areas. Generally, infiltration systems should be limited to five (5) acres. Multiple systems can be considered.
  - c. Infiltration practices are generally suited for low to medium density development (thirty-eight (38) percent to sixty-six (66) percent impervious cover).
  - d. Determine if the development conditions and drainage area are appropriate for an infiltration system application.
  - e. Infiltration systems are assumed to have rectangular cross-sections.
  - f. All systems should be designed to capture sediment prior to entering the reservoir.
  - g. Backfill material for the system should be clean aggregate with a maximum diameter of three and one-half (3.5) inches and a minimum of one and one-half (1.5) inches. Void space should be forty (40) percent.
  - h. An eight (8) inch deep bottom sand layer is required for all systems to promote better drainage and reduce the risk of soil compaction when backfilled with stone.
  - i. The aggregate fill material should be surrounded with an engineered filter fabric.
  - j. A nonerosive overflow channel leading to a stabilized watercourse should be provided, as necessary, to insure that uncontrolled, erosive, concentrated flow does not develop.
  - k. Provide for maintenance and inspection. A catch basin should be installed for every fifty (50) feet of infiltration system. The catch basin should be placed in the middle of the system.
  - l. No fencing, landscaping, or any other permanent establishment of any kind can be set within or upon the infiltration system.
- (2) *Option B—Biofiltration swale; purpose.* The purpose of a biofiltration swale is to convey stormwater runoff at a nonerosive velocity in order to enhance its water quality through infiltration, sedimentation and filtration. Check dams are used within the swale to slow the rate and create small, temporary retention areas.
- a. A biofiltration swale is a broad and shallow earthen channel vegetated with erosion-resistant and flood-tolerant grasses. Check dams are strategically placed in the swale to encourage retention behind them. The swale must be underlain by an appropriate or engineered soil to provide for infiltration.
  - b. Grassed swales engineered for enhancing water quality control cannot convey large flows. The contributing drainage areas must be kept small. Grassed swales are generally suited to densities of development (sixteen (16) percent to thirty-seven (37) percent impervious).

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- c. Soils should have moderate to high infiltration rates of twenty-seven hundredths (0.27) inches per hour or greater.
  - d. Depth to water table should be at least three (3) feet.
  - e. Determine if the development conditions and drainage area are appropriate for an infiltration system application.
  - f. A swale should have a trapezoidal cross-section to spread flows across its flat bottom. Minimum bottom width should be two (2) feet and maximum six (6) feet in order to maintain sheet flow across the bottom and to avoid concentration of low flows.
  - g. Flow depth is determined by vegetation height and hydraulics.
  - h. Velocity should be no greater than one and one-half (1.5) feet per second. Maximum design velocity is five (5) feet per second.
  - i. The minimum slope is between three-fourths (0.75) and one (1) percent. The maximum slope depends upon what is needed to maintain the desired flow velocities to provide adequate storage. Generally, longitudinal slope should be between one (1) to three (3) percent. The slope should never exceed five (5) percent.
  - j. A swale should have the capacity to convey the peak flows from a ten-year event without exceeding the maximum permissible velocities.
  - k. Vegetation must be maintained to design standards with a dense cover of water-tolerant, erosion-resistant species. Appropriate vegetative species for use in the swale are, but not limited to, tall fescue, reed canary grass, redtop, bulls tongue, and others.
  - l. Check dam maximum height is eighteen (18) inches and should not exceed one-half ( $\frac{1}{2}$ ) the height of the swale bank. Filter fabric is required under riprap check dams. Dams should be placed at the discharge point of the swale.
  - m. Provide for maintenance and inspection.
  - n. No fencing, landscaping or any other permanent establishment of any kind can be set within or upon the infiltration system
- (3) *Option C—Driveway drain storage.* The purpose of driveway drain storage is to store and treat stormwater runoff through infiltration, sedimentation and filtration, the grades, subsoils, drainage characteristics, and groundwater conditions are suitable.
- a. Slopes must be less than five (5) percent.
  - b. Soils must be verified.
  - c. The contributing drainage areas must be kept small. Soils should have moderate to high infiltration rates of twenty-seven hundredths (0.27) inches per hour or greater.
  - d. Depth to water table should be at least three (3) feet.
  - e. Any other stormwater entering area must be pretreated.
  - f. Driveway drains must be placed over a highly permeable layer of open-graded gravel or crushed stone. The void spaces in the aggregate layers act as the storage reservoir for stormwater.
  - g. Filter fabric is placed beneath the gravel and stone layers to screen out fine soil particles.
  - h. Perforated pipe may be added to discharge excess stormwater after the reservoir is filled.

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- i. Provide for maintenance and inspection.

~~(Ord. No. 08-0640, 7-8-08)~~

~~Secs. 14-66 - 14-75. Reserved.~~

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Division II. Design Requirements for Plans

**DIVISION 2. - DESIGN REQUIREMENTS FOR PLANS**

Sec. 14-70. Responsibility of applicant.

Sec. 14-71. Required information from applicant.

Sec. 14-72. Performance Objectives.

Sec. 14-73. General Requirements.

Sec. 14-74. Hydraulic Design.

Sec. 14-75. System management system design rRequirements.

Sec. 14-76. Soil erosion and sediment control plan.

**Sec. 14-70. - Responsibility of applicant.**

It is the responsibility of an applicant to include sufficient information in the stormwater management plan to enable evaluation of the potential and predicted impact of the proposed activity on all affected lands and water, and the effectiveness and acceptability of the measures proposed by the applicant of preventing or reducing adverse impact.

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-~~77~~71. - Required information from applicant.**

All items listed in SCDHEC Standards for Stormwater Management and Sediment Reduction Regulation 72-300 through 72-316, and including the following:

- (1) *Stormwater management plan application form.*
  - a. The name, address and telephone number of the applicant, and the owner if different from the applicant;
  - b. Name, address and phone number of the professional engineer; and
  - c. The legal description of the property or plat with location map.
- (2) *Predevelopment site information.*
  - a. Location sketch showing the parcel, major adjacent roads, water bodies and existing drainage patterns through and around the site at a scale of one (1) inch equals one hundred (100) feet or greater;
  - b. Topographic map of the site at a scale of at least one (1) inch equals one hundred (100) feet or greater with one-foot contour intervals and spot elevations, as needed, tied into an approved U.S.G.S. datum;



- c. Identification of SCS soils characteristics of the site indicating seasonal water table elevations and general soils suitability;
  - d. Infiltration tests and soil borings performed by a third-party licensed geotechnical professional, if infiltration or subsurface systems are proposed, representative of design conditions, a minimum of one soil boring log is required for every fifty (50) feet of trench length. A minimum of two (2) soil boring logs will be required for each trench location.
  - e. Location of 100-year floodplain with known floodways identified on a map at a scale of one (1) inch equals one hundred (100) feet or greater, using flood insurance data published by the Federal Emergency Management Agency or its successors. This information may be recorded upon the topographic map of the site required pursuant to subsection (2) b.
- (3) *Stormwater management plan.* Stormwater management and sediment control plans shall include as a minimum the following:
- a. A vicinity map, using the appropriate USGS quadrangle sheet, indicating a north arrow, scale, boundary lines of the site, and other information necessary to locate the development site.
  - b. The maximum scale shall be one (1) inch equals one hundred (100) feet.
  - c. The existing and proposed topography of the development site except for individual lot grading plans in single-family subdivisions to include a minimum of one hundred (100) feet outside all property lines.
  - d. Physical improvements on the site, including present development and proposed development.
  - e. Location, dimensions, elevations, and characteristics of all existing and proposed stormwater management facilities.
  - f. All areas within the site, which will be included in the land disturbing activities, shall be identified and the total disturbed area calculated.
  - g. The location of BMPs for stormwater quality and sediment control including temporary and permanent vegetative and structural measures.
  - h. An anticipated starting and completion date of the various stages of land disturbing activities and the expected date the final stabilization will be completed.
  - i. A determination that no occupied first floor elevation of any structure is below the 100-year plus ~~one-foot~~ **three (3) feet** flood elevation.
  - j. For subdivisions, directional arrows should be shown on the plan for each planned lot in the subdivision to show the drainage direction. The direction of flow cannot be changed without a revision to the plan.
  - k. Stormwater management and sediment control plans shall include designation of all easements needed for inspection and maintenance of the drainage system and stormwater management facilities and BMPs. As a minimum, easements shall have the following characteristics:
    - 1. Provide adequate access to all portions of the drainage system, stormwater management structures and BMPs.
    - 2. Provide sufficient land area for maintenance equipment and personnel to adequately and efficiently maintain the system, as outlined in the Horry County Stormwater Design Criteria Manual.
    - 3. Restriction on easements shall include prohibiting all fences, berms and structures, which would interfere with access to the easement areas and/or the maintenance function of the drainage system.



- i. To improve the aesthetic aspects of the drainage system, a landscape plan for all portions of the drainage system shall be part of the stormwater management and sediment control plan. This landscape plan shall address the following.
    1. Tree saving and planting plan.
    2. Types of vegetation that will be used for stream bank stabilization, erosion control, sediment control, aesthetics and water quality improvement.
    3. Any special requirements related to the landscaping of the drainage system and efforts necessary to preserve the natural aspects of the drainage system.
    4. Landscaping shall not be installed within the easement unless it is a part of the drainage system (for example, low impact development).
  - m. The stormwater management and sediment control plan shall include all engineering calculations needed to design the system and associated structures including existing and developed velocities, peak rates of discharge, and hydrographs of stormwater runoff at all existing and proposed points of discharge from the site. A table on the front of the plans shall be utilized to provide the following information:
    1. ~~Pre-stormwater~~Pre-development and post-~~stormwater~~development discharges for the ~~ten~~2-year, 10-year, 25-year and 100-year storms.
    2. ~~Tailwater~~Tail water conditions must be considered used.
    3. Rainfall intensities used.
    4. Shape factors (peaking factors used).
    5. Pond information (NWL, TOB, bottom of pond, 25-year and 100-year water elevations).
  - n. Description of site conditions around points of all surface water discharge including vegetation and method of flow conveyance from the land disturbing activity.
  - o. Construction and design details for structural controls.
  - p. All stormwater management and sediment control plans submitted for approval shall contain a statement by the person responsible for the land disturbing activity that the land disturbing activity will be accomplished pursuant to the approved plan and that responsible personnel will be assigned to the project.
  - q. All stormwater management and sediment control plans shall contain a statement by the person responsible for the land disturbing activity, of the right of the town engineer to conduct on-site inspections.
  - r. Stormwater ponds and lakes shall be constructed with an aquatic bench/shelf at least ten (10) feet wide, one (1) foot in depth under the NWL, and shall be provided around the entire perimeter of the pond or lake.
  - s. All ponds and conveyance channels shall be constructed to have one (1) foot of freeboard from the 25-year storm elevation.
  - t. A Stormwater pollution prevention plan as per DHEC guidelines, to include all elements as required by DHEC regulations.
- (4) *Calculations.*
- a. Average slopes and hydraulic length for both the present condition and for the future developed condition;
  - b. The predevelopment conditions of the site;
  - c. The amount of pervious and impervious surface for both the predevelopment conditions of the site and the post-development conditions of the site;

- d. Calculations of the peak rate of discharge for the required design ~~storm~~storms and ~~retention volume for management of~~ the first one (1) inch of runoff, all in accordance with the methods outlined in section 14-~~81754~~.
  - e. Runoff routing calculations for detention basins showing discharges, elevations, and volumes retained and/or detained during applicable storm events and for storm events of more frequent return period to ensure the effectiveness of the system in controlling lesser events;
  - f. For surface storage facilities, stage-storage computations and stage-discharge computations for the major discharge structure, based on the appropriate hydraulics;
  - g. Depth to water table and infiltration rates performed by a third-party licensed geotechnical professional; and
  - h. Calculations supporting the design of any subsurface percolation system proposed.
- (5) *Legal and institutional information including:*
- a. Every stormwater management plan shall identify the person or entity responsible for construction, operation and maintenance of the stormwater management facility from the date of commencement of the project through the later of the date of completion of the project or the date of acceptance of responsibility for maintenance of the project's stormwater management facility by another person or legal entity.
  - b. If the project involves the subdivision of a site, the developer must submit a proposed declaration of restrictions for the site which shall contain affirmative perpetual covenant running with the land imposing upon each of the owners of the site, and their respective successors and assigns, the obligation to appropriately maintain the stormwater management facility. The declaration of restrictions may provide for the establishment of an owners' association and delegate to the owners' association the responsibility for appropriate maintenance of the stormwater management facility located upon the site; provided, however, that the establishment of an owners' association and the delegation to the owners' association of the responsibility for appropriate maintenance of the stormwater management facility shall not relieve the owners of the site from their obligation to appropriately maintain the stormwater management facility if the owners' association fails to adequately maintain the stormwater management facility. The declaration of restrictions shall be reviewed by the town attorney to ensure compliance with the letter and the intent of this article. No stormwater management plan shall be approved unless and until the town has notified the applicant and the town ~~building~~Building department that the proposed declaration of restrictions complies with the letter and intent of this article. Any amendments to the proposed declarations of restrictions shall also be submitted to the town attorney for review to ensure compliance of the declaration of restrictions with the letter and intent of this article. Upon recording the declaration of restrictions and any amendments thereto in the office of the clerk of the court for the county, the developer shall deliver to the town ~~building~~Building department a certified copy of the declaration of restrictions and any amendments thereto attested as true and correct by the clerk of the court for the county, which certified copies shall be maintained by the town ~~building~~Building department as part of its permanent records pertaining to the project.
  - c. If the proposed project involves the establishment of a horizontal property regime, sometimes termed "condominium", upon a site pursuant to the Horizontal Property Act, Code of Laws of South Carolina, 1976, as amended, the developer must submit for review by the town attorney, a proposed master deed for the horizontal property regime as well as a proposed declaration and petition for incorporation and proposed bylaws for an owners' association to be formed for the purpose of administering the horizontal property regime. The master deed shall contain affirmative covenants which shall clearly set forth the obligation and the responsibility incident to ownership of each unit in the horizontal property regime and its appurtenant interest in the common elements of the horizontal property

regime to appropriately maintain the stormwater management facility. The master deed shall clearly indicate that the obligation and responsibility to appropriately maintain the stormwater management facility is a covenant running with the land which is binding upon all unit owners and their respective successors and assigns. The master deed shall delegate to the owners' association the responsibility for appropriate maintenance of the stormwater management facility located upon the site; provided, however, that the delegation to the owners' association of the responsibility for appropriate maintenance of the stormwater management facility shall not relieve the unit owners of their obligation to appropriately maintain the stormwater management facility if the owners' association fails to adequately maintain the stormwater management facility. The master deed declaration and petition for incorporation and bylaws of the owners' association shall be reviewed by the town attorney to ensure compliance with the letter and the intent of this article and no stormwater management plan shall be approved unless and until the town attorney has notified the applicant and the town ~~building~~Building department, in writing, that the proposed master deed, charter for incorporation and bylaws of the owners' association complies with the letter and intent of this article. Any amendments to the proposed master deed, charter for incorporation and bylaws of the owners' association shall also be submitted to the town attorney for review to ensure compliance of the master deed, charter for incorporation and bylaws of the owners' association with the letter and intent of this article. Upon recording the master deed, charter for incorporation and bylaws of the owners' association and any amendments thereto in the office of the clerk of the court for the county, the developer shall deliver to the town ~~building~~Building department a certified copy of the master deed, charter of incorporation and bylaws of the owners' association and any amendments thereto, attested as true and correct by the clerk of the court for the county, which certified copies shall be maintained by the town ~~building~~Building department as part of its permanent records pertaining to the project.

(Ord. No. 08-0640, 7-8-08)

#### **Sec. 14-7872. - Performance objectives.**

The purpose of this section is to establish engineering objectives for the design, construction, and maintenance activities of stormwater management plans. It is the intent of this article that the performance objectives be satisfied by all stormwater management plans. Stormwater management plans will be approved, consistent with procedures in this article when the applicant has demonstrated that the proposed development activity has been designed to be constructed and maintained to meet each of the following performance objectives:

- (1) To encourage the maximum use of on-site storage facilities to reduce runoff rates and volumes, and minimize erosion and sedimentation;
- (2) To design, construct, and maintain stormwater management facilities in a manner which regulates and controls post-development runoff to levels equivalent to or less than predevelopment conditions;
- (3) To design, construct, and maintain stormwater management facilities in such a manner that erosion or sedimentation does not exceed natural or predevelopment conditions;
- (4) To ensure that no adverse impact on the existing system results from improper location, design and construction of stormwater management facilities;
- (5) To design, construct and maintain stormwater management facilities to minimize stagnant water conditions;
- (6) To further reduce adverse impacts to water quality and aquatic habitat by instituting the use of controls on the sources of stormwater discharges that have a likelihood of causing aquatic environment degradation; and
- (7) Satisfy all items listed in SCDHEC Standards for Stormwater Management and Sediment Reduction Regulation 72-300 through 72-316.

(Ord. No. 08-0640, 7-8-08)

**Sec. 14-~~7973~~. - General requirements.**

- (a) Stormwater concept and stormwater management and sediment control plans and design reports that are incidental to the overall or ongoing site design shall be prepared and stamped/sealed by a qualified, registered professional engineer, tier 2B land surveyor or landscape architect, using acceptable engineering standards and practices. All other stormwater concept and stormwater management and sediment control plans and design reports shall be prepared and stamped/sealed by a qualified registered professional engineer, using acceptable engineering standards and practices.

The engineer, surveyor, or landscape architect shall perform services only in areas of his/her competence, and shall undertake to perform engineering or land surveying assignments only when qualified by education and/or experience in the specific technical field. In addition, the engineer, surveyor, or landscape architect must verify that the plans have been designed in accordance with this article and the standards and criteria stated or referred to in this article.

- (b) Innovative approaches to stormwater management shall be encouraged and the concurrent control of flooding, erosion, and sedimentation and water pollution shall be mandatory.
- (c) The developer of a project that is to be developed in phases shall submit a master plan of the developer's contiguous landholdings.
- (d) Development should maximize the amount of on-site rainfall infiltration and minimize direct overland runoff onto adjoining property, public drainage facilities, adjoining streets, water bodies, watercourses, and wetlands. Channeling runoff directly into watercourses shall be prohibited; instead, runoff shall be routed to decrease velocity, increase infiltration, allow suspended solids to settle, and remove pollutants.
- (e) A drainage facility for discharging runoff in excess of that retained shall be provided to a watercourse.
- (f) The soil types of a site and the contiguous watershed area shall be of prime consideration in the design and maintenance of all stormwater management facilities.
- (g) A soil erosion and sediment control plan shall be prepared and submitted as part of the stormwater management plan.

(Ord. No. 08-0640, 7-8-08)

**Sec. 14-~~8074~~. - Hydraulic design.**

The hydrologic criteria to be used for the stormwater concept and stormwater management and sediment control plans shall be as follows, at a minimum:

~~(a) (a) — Tailwater conditions must be considered in the design of any stormwater practice that will discharge into tidally influenced systems.~~

~~(a)(b) Twenty-five-year (25) design storm for all culverts, open channels (including streams, creeks, etc.), stormwater conveyance systems and drainage designs. Culverts and other stormwater conveyance systems under arterial roads shall be designed using the 50-year design storm.~~

~~Twenty-five-year (25) design storm for all culverts, open channels (including streams, creeks, etc.), stormwater conveyance systems and drainage designs. Culverts and other stormwater conveyance systems under arterial roads shall be designed using the 50-year design storm.~~

~~(cb) Ten~~10-year and 25-year design storms for all detention and retention storage facilities using procedures contained in the South CarolinaHorry County Stormwater Management and Sediment



~~Control Design Manual, SCDHEC BMP Handbook for Land Disturbance Activities (latest edition), and/or approved by the town engineer. SC Coastal LID Manual.~~

- (de) All drainage designs shall be checked using the 100-year storm, plus one (1) ~~feet~~feet, for analysis of local flooding and possible flood hazards to adjacent structures and/or property.
- ~~(d) All hydrologic analysis will be based on land use conditions as specified in Section E[sic], of this article.~~(d) Stormwater management practices shall be designed, constructed and maintained to manage rainfall on-site, and prevent the off-site discharge of one (1) inch-inch of runoff from the site/s disturbed area.
- (e) For the design of storage facilities, a secondary outlet device or emergency spillway shall be provided to discharge the excess runoff in such a way that no danger or loss of life or facility failure is created. The size of the outlet device or emergency spillway shall be designed to pass the 100-year storm as a minimum requirement.
- (f) All stormwater best management designs shall be in accordance with the ~~South CarolinaHorry County Stormwater Management and Sediment Control~~Design Manual, SCDHEC BMP Handbook ~~for Land Disturbance Activities (latest edition); and/or the SC Coastal LID Manual.~~ All calculations used to determine these designs shall be included in the design plan.
- (g) The precipitation values for each frequency storm to be analyzed (two-year, ten-year, 25-year and 100-year) shall be the precipitation frequency estimates developed by the National Oceanic and Atmosphere Administration as set forth in the NOAA Atlas 14, Volume 2.

~~(Ord. No. 08-0640, 7-8-08)~~

**Sec. 14-81. ~~System~~75. – Stormwater management system design requirements.**

All items listed in SCDHEC Standards for Stormwater Management and Sediment Reduction Regulation 72-300 through 72-316, and include the following:

- (a) *Methods of runoff computations.* Accepted methods of computation are as follows:
  - (1) Rational method hydrograph procedure, limited in use to developments with watershed areas of ~~one (1) acre~~ten (10) acres or less;
  - (2) Soil conservation service method (see U. S. Department of Agriculture, Soil Conservation Service, National Engineering Handbook, Section 4, "Hydrology") using antecedent moisture condition II;
  - (3) Unit hydrograph method; and
  - (4) Other methods will be accepted only with prior approval by the building department.
- (b) *Receiving water stage.*
  - (1) *Regulated systems.* Existing design and maintained stage elevations will be available from the building department.
  - (2) *Nonregulated systems.* The applicant should compute receiving water states for such systems from the best available data and submit the results to the building department for review and concurrence before utilizing such results in further computations.
  - (3) *Any system.* Tail water stages should be considered if they have a significant influence on the design.

~~(c) All stormwater management system designs should address the following at a minimum:~~

Must be designed, constructed and maintained in a manner which regulates and controls post-development runoff to levels equivalent to or less than pre-development conditions for the 2-year, 10-year, 25-year and 100-year design storms.

Must be designed, constructed and maintained to manage rainfall on-site and prevent the off-site discharge of one (1) inch of runoff from the site's disturbed area.

(a) *Detention/retention.*

- (1) ~~Ats~~ a minimum, adequate storage volume shall be provided ~~to to manage rainfall on-site and prevent the off-site discharge of one (1) inch of runoff from the site's disturbed area. retain on-site the first inch of runoff generated by any storm event over the developed or redeveloped portion of the site.~~ For soil conditions or groundwater table conditions which do not permit the percolation of this volume within the ~~threefive~~ (35) days following a storm event, the ~~building~~Building department may approve detention with filtration systems in lieu of retention.
- (2) Outlet facilities shall be designed in accordance with accepted engineering principles, with particular attention given to appropriate hydraulics, including orifice, weir, and culvert hydraulics.
- (3) Outlet facilities shall be so designed to attenuate the post-development peak discharge rates of ~~two~~-year, ~~10~~ten-year, and 25-year, 24-hour storms to be less than or equal to the peak rates of the ~~predeveloped~~pre-developed state of the site.
- (4) Where the detention/retention basin discharges into a stream, ditch, swale, or water body, an energy dissipater may be required by the ~~building~~Building department to reduce discharge velocities in order to minimize soil erosion and sediment transport.
- (5) For detention and retention basins, an emergency spillway may be required by the ~~building~~Building department to discharge flows in excess of the 25-year, 24-hour storm event. The spillway shall be designed to accommodate the peak discharge rate occurring from a ~~100~~50-year, ~~24~~12-hour storm event. The spillway shall be so located that the discharge does not erode the basin or receiving channel.
- (6) The design of retention/detention areas shall incorporate considerations for regular maintenance and vegetation management procedures.

(db) *Subsurface infiltration systems.*

- (1) Subsurface infiltration shall be designed on the basis of actual test data completed by a licensed geotechnical professional. Tests shall be consistent as to soils, elevations, locations, and water table depths with the system design to which the test data will be applied.
- (2) Subsurface percolation systems shall be designed for prevention of clogging by fine material and for ease of cleaning with conventional sewer cleaning equipment. This may include, but not necessarily be limited to, wrapping of the perforated pipe and the seepage trench with an appropriate fabric and providing sufficient cleanouts to the system.
- (3) Systems shall have an overflow with a control device to a watercourse between the subsurface percolation system and the discharge pipe. The overflow or control device shall be sized for the allowable discharge.

(ec) *Impervious areas.* Runoff shall be discharged from impervious surfaces through retention areas, detention devices, filtering and cleansing devices prior to discharge from the project site.

(fd) *Stagnant water conditions.* Configurations which create stagnant water conditions, such as hydraulically dead-end canals, are to be avoided regardless of the type of development.

(ge) *Stormwater management areas.* Areas to be utilized for the conveyance or storage of stormwater shall be legally reserved for that purpose by plat, easement, etc., so that subsequent owners or others may not remove such areas from their intended use.



- (hf) *Runoff from adjacent lands.* Runoff from adjacent or upstream lands shall be considered, and provision for unimpeded conveyance of such runoff shall be included in drainage plans.
- (ig) *Plan wetlands criteria.* Wetlands areas shall not be disturbed until documentation is provide to the town engineer to show that the applicant has received approval from the U.S. Army Corps of Engineers regarding appropriate permits and approval of development activities. No stormwater shall be discharged directly into any wetlands unless first being treated through an approved water quality BMP.

(Ord. No. 08-0640, 7-8-08)

**Sec. 14-~~8276~~. - Soil erosion and sediment control plan.**

- (a) *Purpose.* The purpose of the soil erosion and sediment control plan is to provide effective measures to control erosion and sedimentation generated by removal of ground surface cover.
- (b) *General principles:*
  - (1) Erosion and sedimentation control requires consideration of stormwater control and soil to be encountered in order to be effective.
  - (2) Proper design shall include measures for erosion control and provide for the early establishment of vegetation that will help to avoid erosion problems during and after development activities.
  - (3) Alignment, grades, area of disturbed soil and bank slopes shall be based on soil erodibility, climatic exposure, geology, proposed vegetative restoration and expected maintenance.
- (c) *Guidelines for design.*
  - (1) Slopes should be protected from erosion by quick establishment of vegetative cover, benches or terraces, slope protection structures, mulches, or a combination of these practices as required. Sod is the preferred method of stabilization.
  - (2) Drainage channels should be designed to avoid erosion problems. Wide channels with flat side slopes lined with grass or other vegetation shall be utilized where feasible. Where channel gradients are steep, concrete linings or grade control structures, such as stone check dams, may be required. Every effort should be made to preserve natural channels.
  - (3) Sediment basins shall be constructed to discharge stormwater runoff while trapping sediment loads. Sediment basins may either be temporary or permanent, as required by the [buildingBuilding](#) department.
  - (4) Detention basins may also be used to trap sediment during and after development. Where used for this purpose, the basins shall continue to detain stormwater in accordance with the hydraulic design criteria, but allow for the settlement and containment of sediment in the basin. Sediment shall be removed periodically to ensure the intended performance of the detention basin.
  - (5) Existing vegetation, adequate to control erosion, shall be preserved. Regeneration of wood plants shall be encouraged.
  - (6) Sediment tubes, riprap, or silt fences may be placed around storm sewer inlets and at the boundaries of disturbed areas to trap sediment on site.
- (d) *Contents.* Each soil erosion and sediment control plan shall contain the following:
  - (1) Location, scope, and manner of performing sediment and erosion control measures;
  - (2) Proposed construction sequence and time schedule for all earth disturbing activities and installation of provisions for sediment and erosion control. The sequence and phasing shall take into account exposing the smallest practical areas for the shortest period of time and retain as much natural vegetation as possible to prevent erosion;

- (3) Design computations and applicable assumptions for all structural measures for sediment and erosion control. Volume and velocity must be given for all surface water conveyance measures and piped outfalls;
- (4) All components of a stormwater pollution prevention plan as outlined by DHEC. Sediment control practices shall be used around the perimeter of the site to prevent off-site sediment damage;
- (5) Methods to be used for controlling dust during construction;
- (6) Proposed construction sequence and time schedule for all earth disturbing activities and installation of provisions for erosion and sediment control and stormwater management; and
- (7) Design computations and applicable assumptions for all structural measures for erosion and sediment control. Volume and velocity must be given for all surface water conveyance measures and pipe discharges.

~~(8) NPDES Phase II:~~

- ~~a. Storage or detention BMPs control stormwater by gathering runoff in wet ponds, dry basins or multichamber catchbasins, dry basins or multi-chamber catch basins, and slowly releasing it to receiving waters or drainage systems.~~
- ~~b. Infiltration practices will be designed to facilitate the percolation of runoff through the soil to groundwater, and, thereby, result in reduced stormwater quantity and reduced opportunity for pollutants to enter the aquatic area. Examples include, infiltration basins/trenches, dry wells, and porous pavement.~~

~~(Ord. No. 08-0640, 7-8-08)~~

State of South Carolina        )  
County of Horry                )  
Town of Surfside Beach        )    *Resolution of the  
Accommodations Tax Advisory Committee*

*Funding Request for Historical Signs and  
Beach Renourishment Transfer Deferral Request*

*WHEREAS*, the Accommodations Tax Advisory Committee met on November 18, 2014; and

*WHEREAS*, the Accommodations Tax Advisory Committee heard a presentation by Professor Ben Burroughs about the value and importance of placing Historical Signage in the Town of Surfside Beach; and

*WHEREAS*, the Accommodations Tax Fund Advisory Committee approved recommending the funding of said Historical Signs at a cost not to exceed \$9,480; and

*WHEREAS*, the Accommodations Tax Fund Advisory Committee approved a recommendation to request that Town Council defer the transfer \$113,114 representing the remaining Accommodations Tax Fund Reserves at the end of FY2014 until after the Tourism Expenditure Review Committee has determined whether Historical Signs may be funded by Accommodations Tax Funds, and to determine fund contributions for the May 2015 events.

*NOW, THEREFORE, BE IT RESOLVED*, that the Accommodations Tax Committee for the Town of Surfside Beach in consideration of the stated considerations, hereby recommends to the Town Council of the Town of Surfside Beach to approve the funding stipulated hereinabove and the deferral of transferring the June 30, 2014 fund balance to the Capital Projects Fund until after the first Accommodations Tax Advisory Committee meeting in 2015.

***BE IT SO RESOLVED.***

Signed, sealed and adopted this 19th day of November, 2014.

\_\_\_\_\_  
s/ Randy Harrison, Chairman

Attest:

\_\_\_\_\_  
s/ Debra E. Herrmann, CMC, Town Clerk