

**TOWN OF SEABROOK ISLAND
TOWN COUNCIL SPECIAL CALLED MEETING
July 8, 2021 at 10:00 a.m. via Zoom
AGENDA**

Consistent with recommendations from the U.S. Centers for Disease Control and Prevention related to “social distancing,” this meeting will be conducted virtually via Zoom.

Participate in the Virtual Meeting: Individuals who wish to participate in the virtual meeting via Zoom may access the meeting as follows:

- [Instructions for Joining & Participating in the Virtual Meeting](#)
- **To join by computer, tablet or mobile device:** [Access Zoom Meeting](#)
- **To join by phone:** Call (646) 558-8656 *Please note that long distance rates may apply*
- **Meeting ID:** 875 0472 8854 **Passcode:** 279147

Submit a Written Comment: Individuals who wish to submit a comment in advance of the meeting may do so in writing by 9:00 am on the day of the meeting using one of the following options:

- **Online:** <https://www.townofseabrookisland.org/tc-07-08-2021.html>
- **Email:** kwatkins@townofseabrookisland.org
- **Mail or Hand Deliver:** 2001 Seabrook Island Road, Seabrook Island, SC 29455

Watch Live Stream Video: The meeting will be live streamed on the town’s YouTube channel beginning at 10:00 am.

- **Watch Live:** [Live Stream Video \(YouTube\)](#)
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1. **Call to Order**

2. **Citizens Comments**

3. **Public Hearing Items**

- **Ordinance 2021-07:** An ordinance amending the Zoning Map of the Town of Seabrook Island so as to change the zoning designation for Charleston County Tax Map Number 149-01-00-261, containing approximately 0.16 +/- acres located at 1817 Landfall Way, from the MF Multi-Family Residential District to the AGC Agricultural-Conservation District
- **Ordinance 2021-08:** An ordinance amending the Development Standards Ordinance for the Town of Seabrook Island, South Carolina; Article 13, Permitting Applications and Procedures; Section 13.70, Building Permits;

Subsection 13.70.20, Permit Time Limits; so as to amend the time limit for completion of construction following the issuance of a building permit

- Ordinance 2021-09: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article III, Procedures, Committees and Ordinances; Division 2, Town Council; Section 2-75, Quorum; so as to allow a quorum of Town Council to be present either in person or by electronic means; and Section 2-92, Remote Voting; so as to allow remote participation and voting by members of Town Council

4. **Ordinances for Second Reading**

- Ordinance 2021-07: An ordinance amending the Zoning Map of the Town of Seabrook Island so as to change the zoning designation for Charleston County Tax Map Number 149-01-00-261, containing approximately 0.16 +/- acres located at 1817 Landfall Way, from the MF Multi-Family Residential District to the AGC Agricultural-Conservation District
- Ordinance 2021-08: An ordinance amending the Development Standards Ordinance for the Town of Seabrook Island, South Carolina; Article 13, Permitting Applications and Procedures; Section 13.70, Building Permits; Subsection 13.70.20, Permit Time Limits; so as to amend the time limit for completion of construction following the issuance of a building permit
- Ordinance 2021-09: An ordinance amending the Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article III, Procedures, Committees and Ordinances; Division 2, Town Council; Section 2-75, Quorum; so as to allow a quorum of Town Council to be present either in person or by electronic means; and Section 2-92, Remote Voting; so as to allow remote participation and voting by members of Town Council

5. **Miscellaneous Business**

- Request to approve a contract with ESP Associates for engineering services related to Seabrook Island Road roadway and drainage improvements
- Consideration of options for the pedestrian pathway on the inbound lane of Seabrook Island Road
 - Option #1: Remove and Reconstruct - \$267,300.00 (ESP)
 - Option #2: Remove and Abandon - \$148,000.00 (ESP)
 - Option #3a: Mill and Resurface in Place - \$62,934.00 (SBS)
 - Option #3b: Targeted Repairs + Asphalt Sealcoating - \$15,000.75 (SBS)
 - Option #3c: Targeted Repairs Only - \$11,700.00 (SBS)

6. **Adjourn**



MEMORANDUM

TO: Mayor Gregg & Members of Town Council
FROM: Joseph M. Cronin, Town Administrator
SUBJECT: Rezoning Request for 1817 Landfall Way
MEETING DATE: July 8, 2021

Council is asked to review and approve a rezoning request from the Seabrook Island Property Owners Association for Charleston County Tax Map Number 149-01-00-261, containing approximately 0.16 +/- acres located at 1817 Landfall Way. The applicant is seeking to rezone the property from the MF Multi-Family Residential District to the AGC Agricultural-Conservation District.

The property is part of the Marsh Creek Homes subdivision, which is zoned for detached MF Multi-Family homes. On the left side, it abuts the parcel containing Cottonwick Island, which is zoned SR Single-Family Residential. The rear of the property backs up to a marsh critical area. Given its small size (less than 7,000 square feet) and odd shape, the parcel has extremely limited development potential.

Subject to rezoning approval, this property is intended to remain as an undeveloped “open space” lot. Uses permitted within the AGC district are limited to the following:

- (a) Open air recreation uses including swimming areas, fishing, beaches, boat ramp, dock, pier, lifeguard station, restrooms, boardwalks and natural preserve.
- (b) Bulkhead and erosion control devices.

A copy of the draft rezoning ordinance is attached for review.

Staff Recommendation

Staff recommends in favor of **APPROVAL** of the rezoning request.

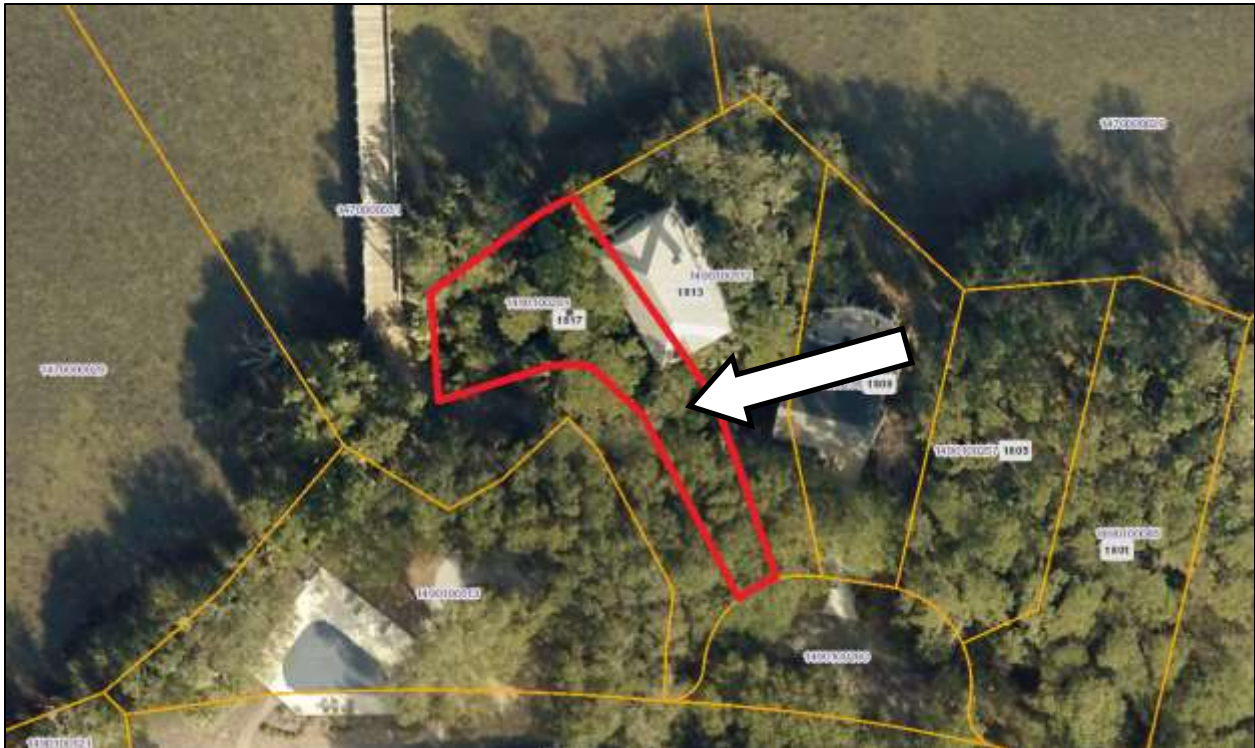
Planning Commission Recommendation

The Planning Commission reviewed the request during its regular meeting on June 9, 2021. By a vote of 3-0, the Planning Commission recommended in favor of **APPROVAL** of the rezoning request.

Respectfully submitted,

Joseph M. Cronin
Town Administrator

Aerial Image



Zoning Map



TOWN OF SEABROOK ISLAND

ORDINANCE NO. 2021-07

ADOPTED _____

AN ORDINANCE AMENDING THE ZONING MAP OF THE TOWN OF SEABROOK ISLAND SO AS TO CHANGE THE ZONING DESIGNATION FOR CHARLESTON COUNTY TAX MAP NUMBER 149-01-00-261, CONTAINING APPROXIMATELY 0.16 +/- ACRES LOCATED AT 1817 LANDFALL WAY, FROM THE MF MULTI-FAMILY RESIDENTIAL DISTRICT TO THE AGC AGRICULTURAL-CONSERVATION DISTRICT

WHEREAS, on or about May 19, 2021, the Seabrook Island Property Owners Association filed Rezoning Application #86 with the Town of Seabrook Island seeking to change the zoning designation of Charleston County Tax Map Number 149-01-00-261, containing approximately 0.16 +/- acres located at 1817 Landfall Way, from the MF Multi-Family Residential District to the AGC Agricultural-Conservation District; and

WHEREAS, the Seabrook Island Planning Commission reviewed the above referenced rezoning application during its regularly scheduled meeting on June 9, 2021, at which time the Planning Commission made a recommendation to the Mayor and Council that the rezoning request is in the best interest of the Town of Seabrook Island and is consistent with the Town's Comprehensive Plan; and

WHEREAS, a public hearing was held on the above referenced rezoning application on July 8, 2021, as required by law;

NOW, THEREFORE, pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, **BE IT ORDAINED BY THE MAYOR AND COUNCIL FOR THE TOWN OF SEABROOK ISLAND:**

SECTION 1. Zoning Map Amendment. The Official Zoning District Map of the Town of Seabrook Island is hereby amended to change the zoning designation for Charleston County Tax Map Number 149-01-00-261, containing approximately 0.16 +/- acres located at 1817 Landfall Way, from the MF Multi-Family Residential District to the AGC Agricultural-Conservation District. A map of the property subject to this rezoning ordinance is attached hereto as Exhibit A.

SECTION 2. Severability. If any section, subsection, paragraph, clause, or provision of this ordinance shall be deemed to be unconstitutional, unenforceable, or otherwise invalid by the final decision of a court of competent jurisdiction, it shall be construed to have been the legislative intent of Town Council to pass said ordinance without such unconstitutional provision, and the validity of all remaining sections, subsections, paragraphs, clauses, or provisions of said ordinance shall not be affected thereby. If said ordinance, or any provision thereof, is held by the final decision of a court of competent jurisdiction to be inapplicable to any person, group of persons, property, kind of property, circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property or circumstances.

SECTION 3. Conflicting Ordinances Repealed. All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. Effective Date. This ordinance shall be effective from and after the date of adoption.

SIGNED AND SEALED this ____ day of _____, 2021, having been duly adopted by the Town Council for the Town of Seabrook Island on the ____ day of _____, 2021.

First Reading: June 22, 2021
Public Hearing: July 8, 2021
Second Reading: July 8, 2021

TOWN OF SEABROOK ISLAND

John Gregg, Mayor

ATTEST

Faye Allbritton, Town Clerk

EXHIBIT A

Property Map
Charleston County Tax Map Number 149-01-00-261





MEMORANDUM

TO: Mayor Gregg & Members of Town Council
FROM: Joseph M. Cronin, Town Administrator
SUBJECT: Text Amendment (Building Permits)
MEETING DATE: July 8, 2021

Council is asked to review and approve a proposed amendment to Subsection 13.70.20 (Permit Time Limits) of the DSO.

Subsection 13.70.20 of the DSO deems a building permit to be abandoned if the holder of the permit does not commence construction within six (6) months following the date of issuance or, once commenced, if construction is discontinued for a period of six (6) months. Subsection 13.70.20 of the DSO also states that a building permit shall allow one year to complete construction from the date of issuance.

The overwhelming majority of new home construction permits issued in the Town are not completed within one (1) year from the date of issuance and must be extended pursuant to the requirements of Subsection 13.70.20(c).

Additionally, the adopted building codes for the State of South Carolina state:

“Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance or after commencement of work if more than 180 days pass between inspections. The building official is authorized to grant, in writing, one or more extensions of time, for periods of not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated.”

It is recommended that Subsection 13.70.20 of the DSO be amended to make it consistent with the adopted building codes, as well as the policies and procedures of the Charleston County Building Inspection Services Department, which administers and enforces permitting and inspection services within the town limits on behalf of the town.

If adopted, a permit would become invalid if work is not commenced within 180 days of issuance. If work has commenced, the permit would become invalid if more than 180 days pass between inspections. The one (1) year time limit in which to complete construction would also be repealed.

Staff Recommendation

Staff recommends in favor of **APPROVAL** of the proposed text amendment.

Planning Commission Recommendation

The Planning Commission reviewed the draft ordinance during its regular meeting on June 9, 2021. By a vote of 3-0, the Planning Commission recommended in favor of **APPROVAL** of the text amendment.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "J. Cronin", written in a cursive style.

Joseph M. Cronin
Town Administrator

TOWN OF SEABROOK ISLAND

ORDINANCE NO. 2021-08

ADOPTED _____

AN ORDINANCE AMENDING THE DEVELOPMENT STANDARDS ORDINANCE FOR THE TOWN OF SEABROOK ISLAND, SOUTH CAROLINA; ARTICLE 13, PERMITTING APPLICATIONS AND PROCEDURES; SECTION 13.70, BUILDING PERMITS; SUBSECTION 13.70.20, PERMIT TIME LIMITS; SO AS TO AMEND THE TIME LIMIT FOR COMPLETION OF CONSTRUCTION FOLLOWING THE ISSUANCE OF A BUILDING PERMIT

WHEREAS, Subsection 13.70.20 of the Development Standards Ordinance for the Town of Seabrook Island (hereafter, the “DSO”) deems a building permit to be abandoned if the holder of the permit does not commence construction within six (6) months following the date of issuance or, once commenced, if construction is discontinued for a period of six (6) months; and

WHEREAS, Subsection 13.70.20 of the DSO also states that a building permit shall allow one year for construction from the date of issuance; and

WHEREAS, the overwhelming majority of new home construction permits issued in the Town are not completed within one (1) year from the date of issuance and must be extended pursuant to the requirements of Subsection 13.70.20(c); and

WHEREAS, the adopted building codes for the State of South Carolina state: “Every permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance or after commencement of work if more than 180 days pass between inspections. The building official is authorized to grant, in writing, one or more extensions of time, for periods of not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated;” and

WHEREAS, the Mayor and Council of the Town of Seabrook Island desire to make the Town’s permit time limits consistent with the adopted building codes for the State of South Carolina;

NOW, THEREFORE, pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, **BE IT ORDAINED BY THE MAYOR AND COUNCIL FOR THE TOWN OF SEABROOK ISLAND:**

SECTION 1. Amending Subsection 13.70.20 of the DSO. The Development Standards Ordinance for the Town of Seabrook Island, South Carolina; Article 13, Permitting Applications and Procedures; Section 13.70, Building Permits; Subsection 13.70.20, Permit Time Limits; is hereby amended to read as follows:

§ 13.70.20. Permit Time Limits.

- ~~(a) Every building permit issued shall become invalid unless the work authorized by such permit is commenced within 180 days after its issuance or after commencement of work if more than 180 days pass between inspections. A building permit will be considered abandoned if, construction is not commenced within a period of six (6) months after issuance of the building permit or once commenced, if construction is discontinued for a period of six (6) months.~~
- ~~(b) The Zoning Administrator is authorized to grant, in writing, one or more extensions of time, for periods of not more than 180 days each. The extension shall be requested in writing and justifiable cause demonstrated. All building permits shall allow one year for construction from the date of issuance of the building permit.~~
- ~~(c) The Zoning Administrator may grant an extension for up to six (6) months of construction time where active construction is underway. All extensions must be requested at least thirty (30) calendar days before the expiration of the one year time period set forth in this ordinance. Any extensions beyond this period must be approved by the Town Council. All requests for extensions must be accompanied by a fee.~~
- ~~(d) An extension designed to merely keep the permits in effect while no substantial work is being done will not be authorized and the permits will be allowed to expire. The Zoning Administrator shall determine whether substantial work is being done within the provisions of this section.~~
- ~~(e)~~
- ~~(f) Any construction started and not completed within the stipulated time granted through this ordinance, and for which no extension is granted, shall be considered invalid. Failure on the part of the contractor or property owner to complete construction within the time granted by this ordinance or to remove remnants of construction from the site shall trigger legal proceedings on behalf of the Town of Seabrook Island to order the removal of such construction in addition to the issuance of fines on a daily basis as allowed by this ordinance. For each day a contractor or property owner exceeds the time allowed by this ordinance or by Town Council to complete construction, a fine may be issued by the Town as allowed by law.~~
- ~~(g)(b)~~

SECTION 2. Severability.

If any part of this ordinance shall be deemed to be unconstitutional, unenforceable, or otherwise invalid by the final decision of a court of competent jurisdiction, it shall be construed to have been the legislative intent of Town Council to pass said ordinance without such unconstitutional provision, and the validity of all remaining sections, subsections, paragraphs, clauses, or provisions of said ordinance shall not be affected thereby. If said ordinance, or any provision thereof, is held by the final decision of a court of competent jurisdiction to be inapplicable to any person, group of persons, property, kind of property, circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property or circumstances.

SECTION 3. Conflicting Ordinances Repealed.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 4. Effective Date.

This ordinance shall be effective from and after the date of adoption.

SIGNED AND SEALED this ____ day of _____, 2021, having been duly adopted by the Town Council for the Town of Seabrook Island on the ____ day of _____, 2021.

First Reading: June 22, 2021
Public Hearing: July 8, 2021
Second Reading: July 8, 2021

TOWN OF SEABROOK ISLAND

John Gregg, Mayor

ATTEST

Faye Allbritton, Town Clerk

TOWN OF SEABROOK ISLAND

ORDINANCE NO. 2021-09

ADOPTED _____

AN ORDINANCE AMENDING THE TOWN CODE FOR THE TOWN OF SEABROOK ISLAND, SOUTH CAROLINA; CHAPTER 2, ADMINISTRATION; ARTICLE III, PROCEDURES, COMMITTEES AND ORDINANCES; DIVISION 2, TOWN COUNCIL; SECTION 2-75, QUORUM; SO AS TO ALLOW A QUORUM OF TOWN COUNCIL TO BE PRESENT EITHER IN PERSON OR BY ELECTRONIC MEANS; AND SECTION 2-92, REMOTE VOTING; SO AS TO ALLOW REMOTE PARTICIPATION AND VOTING BY MEMBERS OF TOWN COUNCIL

WHEREAS, Section 30-4-20(d) of the South Carolina Code of Laws defines a “meeting” as “the convening of a quorum of the constituent membership of a public body, whether corporal or by means of electronic equipment, to discuss or act upon a matter over which the public body has supervision, control, jurisdiction or advisory power;” and

WHEREAS, Section 2-75 of the Town Code for the Town of Seabrook Island (“Town Code”) states that a quorum consisting of a majority of councilmembers must be present to proceed with council business; and

WHEREAS, Section 2-92 of the Town Code prohibits councilmembers from participating in and casting votes via electronic equipment such as telephone, audio or video conference unless a quorum is present; and

WHEREAS, for the duration of the COVID-19 pandemic, the Mayor and Council have met remotely via electronic equipment without a quorum physically present in council chambers pursuant to a series of emergency ordinances intended to suspend the requirements of Section 2-92 of the Town Code; and

WHEREAS, the Mayor and Council for the Town of Seabrook Island desire to amend the Town Code so as to bring the town’s ordinance into conformity with the provisions of state law and to make permanent the provisions related to conducting electronic or “virtual” meetings; and

WHEREAS, the Mayor and Council advertised and held a public hearing on the proposed amendments during a duly called meeting on July 8, 2021; and

WHEREAS, the Mayor and Council believe it is fitting and proper to amend the Town Code to achieve the objectives referenced herein;

NOW, THEREFORE, pursuant to the authority granted by the Constitution and the General Assembly of the State of South Carolina, **BE IT ORDAINED BY THE MAYOR AND COUNCIL FOR THE TOWN OF SEABROOK ISLAND:**

SECTION 1. Amending Section 2-75 of the Town Code. The Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article III, Procedures, Committees and Ordinances; Division 2, Town Council; Section 2-75, Quorum; is hereby amended to read as follows:

Sec. 2-75. Quorum.

- (a) Immediately at the hour appointed for the town council meeting, the presiding officer shall take the chair and call the meeting to order. He or she shall then direct the clerk to call the roll. If a quorum is present either in person or by means of electronic equipment, as provided in Section 2-92, the presiding officer shall proceed with the council business as prescribed by the agenda. If a quorum of the town council fails to appear within 15 minutes after the hour appointed, no member shall be required to attend longer, unless he or she chooses to do so.

- (b) A quorum shall consist of a majority of councilmembers.

SECTION 2. Amending Section 2-92 of the Town Code. The Town Code for the Town of Seabrook Island, South Carolina; Chapter 2, Administration; Article III, Procedures, Committees and Ordinances; Division 2, Town Council; Section 2-92, Remote Voting; is hereby amended to read as follows:

Sec. 2-92. Remote voting.

Provided a quorum is present, either in person or by means of electronic equipment, the mayor and/or any member of town council may participate in and cast votes via telephone, audio or video conference link provided that the member attending remotely is able to both hear the meeting and what is transpiring and that his/her comments and vote may be heard by those attending and/or viewing the meeting, including members of the public. If an executive session is called, only those allowed in the executive session by South Carolina law should be able to hear and be heard by the person attending the meeting remotely. To the extent possible, any eligible person who needs to attend such meetings remotely shall notify the mayor or town administrator in advance to the extent practical; provided, however, such notice shall not be required for any meeting which is advertised and held solely by means of electronic equipment (ie. "virtual" meeting).

SECTION 3. Severability.

If any section, subsection, paragraph, clause, or provision of this ordinance shall be deemed to be unconstitutional, unenforceable, or otherwise invalid by the final decision of a court of competent jurisdiction, it shall be construed to have been the legislative intent of Town Council to pass said ordinance without such unconstitutional provision, and the validity of all remaining sections, subsections, paragraphs, clauses, or provisions of said ordinance shall not be affected thereby. If said ordinance, or any provision thereof, is held by the final decision of a court of competent jurisdiction to be inapplicable to any person, group of persons, property, kind of property, circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property or circumstances.

SECTION 4. Conflicting Ordinances Repealed.

All ordinances or parts of ordinances in conflict with the provisions of this ordinance are hereby repealed.

SECTION 5. Effective Date.

This ordinance shall be effective from and after the date of adoption.

SIGNED AND SEALED this ____ day of _____, 2021, having been duly adopted by the Town Council for the Town of Seabrook Island on the ____ day of _____, 2021.

First Reading: June 22, 2021
Public Hearing: July 8, 2021
Second Reading: July 8, 2021

TOWN OF SEABROOK ISLAND

John Gregg, Mayor

ATTEST

Faye Allbritton, Town Clerk



**WORK ORDER FOR
ADDITIONAL SERVICES**

To:	Mr. Joe Cronin	Date:	June 7, 2021
Company:	Town of Seabrook Island		
Project Name:	Seabrook Island Road – Roadway and Drainage Improvements		
From:	Chris Ackerman	Client PO No:	

Work performed in connection with this work order is in addition to the scope of services contracted under:

ESP Proposal No: or Client Contract No:	CHE1-181123	ESP Job No:	HM59.400
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The authorized agent named above hereby directs ESP Associates, Inc. to provide the following services:

See "Attachment A Work Order for Additional Services"

The above services are in addition to the contracted amount and will be invoiced as follows:

- The above services will be invoiced at a lump sum of **(See Attachment A)**.
- The above services will be invoiced at our current hourly and/or unit rates.
- The above services will not exceed the budgeted amount of \$ without prior written agreement by both parties.
This estimated amount may need revision if the services or scope require additional commitment. Notification of such required additional commitment will be given prior to the completion of the budgeted amount.

Acceptance of all terms of this Work Order by and between:

Authorized Signature

Date

Printed Names of Client's Authorized Signer

Title

ESP Associates, Inc.

06/07/2021
Date



Seabrook Island Road – Drainage Evaluation

**ATTACHMENT - A
WORK ORDER FOR
ADDITIONAL SERVICES****I. Geotechnical Engineering Services – Subsurface Exploration and Pavement Evaluation**

We will perform a visual evaluation of the pavement surface using the procedures presented in ASTM D6433 “Standard Practice for Roads and Parking Lots Pavement Condition Index Surveys.” A pavement conditions index (PCI) and rating will not be calculated; however, we will use the information collected to evaluate the existing pavement condition, distressed areas, causes for the distress, and remedial measures.

We will then explore the existing roadway with pavement cores, shallow manual auger borings, and dynamic cone penetration (DCP) testing. The twelve (12) test locations will be spaced at roughly 500 feet along the alignment. The pavement will be cored, and the existing section (i.e., asphalt and base) will be measured. DCP testing will be performed on the subgrade in general accordance with ASTM D6951, and this data will be used to estimate in situ California Bearing Ratio (CBR) values. A manual auger boring will then be drilled to a depth of 4 feet below the pavement surface, and the soils encountered will be visually classified in the field using the Unified Soil Classification System (ASTM D2487). Upon completion, the bore holes will be backfilled with the cuttings, and the asphalt will be patched with cold patch. No soil sampling or laboratory testing is proposed.

Traffic control will be required to perform the exploration field work. We will work with Seabrook Island personnel to reduce our impacts to traffic operations as much as practical. We will call SC811 to mark underground utilities prior to our mobilization to the site. Any private utilities not marked by SC811 should be marked by the Owner prior to our mobilization. ESP is not responsible for damage to unmarked utilities.

We will prepare a pavement design report that will present project information, the exploration procedures, and our findings. The report will provide geotechnical recommendations for incorporating existing pavements into the new roadway, where applicable, fill placement and compaction, and new pavement section.

Our fee for the above services (I) is a lump sum fee of \$10,750.00. Will not exceed this fee without written authorization. Additional work will be performed using the rates on the attached Fee Schedule.

We can mobilize to the site within one week of authorization. We assume our field work can be performed Monday through Friday during normal working daylight hours. We anticipate the field work will take two days to complete. Our written report can be provided within two weeks of completion of the field work; however, we expect the report delivery will be coordinated with the civil design delivery.

The project information and assumptions presented herein should be reviewed and confirmed by the appropriate team members. Modifications to our scope and fee may be required if the actual conditions vary substantially from the project information and assumptions stated herein.

II. SUE-Subsurface Exploration Services

ESP personnel will conduct a subsurface utility investigation for the Seabrook Island Road project on Seabrook Island, South Carolina. We will deploy a combination of electromagnetic (EM) pipe and cable locators and ground penetrating radar (GPR) to designate existing utilities within the approximately 5,700-foot section of Seabrook Island Road. The approximate horizontal positions and electronic depth readings of all detectable utilities will be marked on the ground using paint or pin flags. Gravity systems will not be included since they have already been provided on project drawings. Once all subsurface utilities have been designated the horizontal positions will be surveyed using project control provided by a previous survey. The final deliverable will be an AutoCAD electronic file showing the utility linework along with approximate electronic depths. No formal layouts will be provided.



Seabrook Island Road – Drainage Evaluation

**ATTACHMENT - A
WORK ORDER FOR
ADDITIONAL SERVICES**

This scope of work will include records research to identify the existence, approximate locations, and utility attributes. ESP personnel will request maps and records from all known utility owners with facilities within the project area and may meet with utility owners if records cannot be provided.

It is estimated that this investigation will take up to 3 weeks in the field and up to 40 hours of AutoCAD work to complete the utility drawing.

Requirements/Notes

- It should be noted that when utility depths are provided by noninvasive methods such as GPR and EM systems, these depths are approximate and therefore should not be relied upon for precise design, conflict determination, or damage prevention purposes. These depth estimates should be confirmed in all cases where precise measurements are needed. The depths provided by instruments are calculated depths and not necessarily a measurement to the top of the utility. Factors affecting the precision of instrument-derived depth measurements include utility type and material, utility depth, utility congestion/signal bleed, soil conditions, type of cover, instrument type, and cultural interferences.
- Marking paint will be used primarily to mark utilities unless client notifies us prior to commencing with field work. Therefore, client understands and accepts that paint will be applied extensively throughout the project limits.
- It is expected that client will notify and arrange access to any private or sensitive areas within the area of investigation. Additionally, client will make arrangements to clear surface obstructions as necessary before and during the field work.
- We assume all work will be performed during normal workday hours. If night or weekend work is required, additional fees may be incurred.
- If underground utilities are damaged within area of investigation, whether marked by ESP or not, it is Client's obligation to notify ESP within 48 hours of any damage to allow ESP to investigate the damage. Failure to notify ESP within 48 hours absolves ESP from any potential liability for claims.
- Although geophysical methods provide a high level of assurance in determining the location of subsurface objects, the possibility exists that not all features will be detected due to depth, size, soil conditions, and other reasons beyond ESP's control. For example, utilities present at depths below an instrument's detection limit cannot be located. Therefore, it is understood that no non-invasive instrument is guaranteed to detect 100% of subsurface utilities or other features. In instances where precise horizontal and vertical is critical, minimally invasive methods such as vacuum excavation should be utilized to visually inspect and survey the feature. Therefore, due caution should be used when performing any subsurface excavation and ESP is not liable for any damages that occur unless it is demonstrated that the damages occurred as a result of our negligence.

Our fee for the above services (II) shall be performed on a time and material basis based on the attached fee schedule. A recommended budget of \$36,600 has been established for the above services; however, this estimate may need revision if the services or scope require additional commitment. Notification of such required additional comment will be given prior to the completion of the budgeted amount.

III. Civil Engineering – Additional Services – Design Development & Construction Documents (80% Design)

- A. Prepare an existing conditions and demolition plan based on ALTA/ACSM and topographic surveys as provided by Client.



Seabrook Island Road – Drainage Evaluation

**ATTACHMENT - A
WORK ORDER FOR
ADDITIONAL SERVICES**

- B. Design and prepare roadway site plan, to include outbound path, for existing Seabrook Island Road (approximately 5,700 LF).
- C. Prepare one (1) preliminary grading plan and one (1) preliminary earthwork volume calculation for the overall roadway and drainage improvements.
- D. Attend one (1) meeting to review Task C with Client.
- E. Attend up to three (3) meetings with AHJ to discuss existing utilities, proposed utilities, preliminary grading design, and site layout. ESP assumes meeting with SJWC to present the proposed plan for courtesy review only.
- F. Prepare site plan layout and preliminary storm drainage layout for review with client.
- G. Design and prepare road plan and profile sheets for proposed roadway improvements.
- H. Design and prepare a grading plan for the development based off of preliminary drainage report findings previously provided by ESP. Grading design shall include proposed contours, swale locations - including high and low points for swales, and detailed grading for out-bound path.
- I. Design storm drainage system based on the grading plan.
- J. Design sediment and erosion control plan for the proposed improvements.
- K. Prepare detailed plan for site infrastructure, temporary lane design, and erosion control measures.
- L. Attend design team conference calls / meetings as requested by Client – includes up to five (5) meetings.
- M. Fee for Civil Construction Documents shall be for design as one single phase.
- N. Variance requests are not included within this scope and would be negotiated prior to performing variance requests to AHJ.

Our fee for the above services (III) is a lump sum fee of \$48,000.00. Any revisions or changes required that are not the responsibility of the engineer will be completed on a time and material basis based on the attached fee schedule or a negotiated fee basis.

IV. Civil Engineering – Additional Services – Final Construction Documents

- A. Prepare Construction Storm Water Pollution Prevention Plan (C-SWPPP) in accordance with South Carolina Department of health and Environmental Control (SCDHEC) and Charleston County standards. The C-SWPPP shall contain the storm drainage, storm water management, and erosion control calculations.
- B. Prepare Charleston County and SCDHEC construction permit applications. ESP anticipates submitting to the Town of Seabrook for site review and land disturbance and to SCDHEC for land disturbance. ESP assumes that all permit application and review fees shall be paid by the Client.
- C. Construction drawings shall be prepared on 24" x 36" sheet size.
- D. Submit construction documents, C-SWPPP, sanitary sewer and water distribution calculations, and permit applications to Berkeley, Dorchester, Charleston County Council of Governments (BCDCOG) and SCDHEC. This task shall include addressing two (2) sets of comments from AHJ's.
- E. Submit construction drawings to Client at 90% for review concurrent to review by AHJ's. Address Client comments concurrently with AHJ comments.
- F. Schedule and attend review meetings with AHJ's involved in the review of the construction documents to facilitate review, if required – includes up to three (3) meetings.

Our fee for the above services (IV) is provided as a lump sum of \$12,000.00. Any revisions or changes required that are not the responsibility of the engineer will be completed on a time and material basis based on the contracted hourly rate sheet or a negotiated fee basis.

V. Civil Engineering – Additional Services – Technical Specifications

- A. Prepare technical specifications for the site civil prepared as part of Task IV above and submitted to Client for review.



Seabrook Island Road – Drainage Evaluation

**ATTACHMENT - A
WORK ORDER FOR
ADDITIONAL SERVICES**

- B. Technical specifications shall be prepared.
- C. ESP shall provide (1) round of revisions to technical specifications per Client comments.

Our fee for the above services (V) is provided as a lump sum of \$5,000.00. Any revisions or changes required that are not the responsibility of the engineer will be completed on a time and material basis based on the contracted hourly rate sheet or a negotiated fee basis.

VI. Civil Engineering – Additional Services – Bid Phase

- A. Attend one (1) Pre-bid meeting as requested by the Client.
- B. Respond to bidders during the bid process.

Our fee for the above services (VI) shall be performed on a time and material basis based on the attached fee schedule. A recommended budget of \$3,500 has been established for the above services; however, this estimate may need revision if the services or scope require additional commitment. Notification of such required additional comment will be given prior to the completion of the budgeted amount.

VII. Civil Engineering – Additional Services – Construction Phase

- A. Attend one (1) Pre-construction meeting with the Client and Contractor.
- B. Review Contractor Submittals for storm drainage, retaining walls, BMPs, and other items as requested by the Client/Contractor.
- C. Attend weekly or bi-weekly meetings or conference calls as requested by the Client. ESP assumes attending 18 meetings.
- D. Attend site visits as requested by the Client/Contractor to review field conditions or observe construction items.
- E. Respond to contractor requests as directed by the Client.

Our fee for the above services (VII) shall be performed on a time and material basis based on the attached fee schedule. A recommended budget of \$18,000 has been established for the above services; however, this estimate may need revision if the services or scope require additional commitment. Notification of such required additional comment will be given prior to the completion of the budgeted amount.

VIII. Civil Engineering – Additional Services – Storm Drainage, Roadway Close-out and Certifications

- A. Observe construction periodically as requested by Client for the purposes of certification of SCDHEC for storm drainage and roadway.
- B. Review as-builts and prepare certifications for storm drainage and roadway.
- C. Submit storm drainage and roadway as-builts and certifications to the SCDHEC for purpose of roadway acceptance. (As-builts to be provided to engineer by owner’s surveyor).

Our fee for the above services (VIII) shall be performed on a time and material basis based on the attached fee schedule. A recommended budget of \$10,000 has been established for the above services; however, this estimate may need revision if the services or scope require additional commitment. Notification of such required additional comment will be given prior to the completion of the budgeted amount.

IX. Civil Engineering – Additional Services – Reimbursable Expenses

ESP anticipates invoicing for the reproductions made for submittals (we understand that in-house design / working drawings are included in the base fee). In addition, we anticipate invoicing overnight shipping and pickup/delivery expenses.



Work Order No.

HM59.400-2021
WO03

Seabrook Island Road – Drainage Evaluation

**ATTACHMENT - A
WORK ORDER FOR
ADDITIONAL SERVICES**

Our fee for the above services (IX) shall be performed on a time and material basis based on the attached fee schedule. A recommended budget of \$3,500 has been established for the above services; however, this estimate may need revision if the services or scope require additional commitment. Notification of such required additional comment will be given prior to the completion of the budgeted amount.

Seabrook Island Path
2001 Seabrook Island Rd
Seabrook Island, SC 29455



Proposal for mill and repave and sealcoat



Area 1: 28 Square Yards



Area 2: 5 Square Yards



Area 3: 39 Square Yards



Area 4: 17 Square Yards



Area 5: 17 Square Yards



Area 6: 112 Square Yards



Area 6: 112 Square Yards



Area 7: 2 Square Yards



SUPERIOR Blacktop Services

Superior Blacktop Services, LLC
694 Greyback Road
Summerville, SC 29483

Account Manager: Kyle Robbins
 Phone Number: (843) 510-3548
 Email Address: kyle@sbsblacktop.com

Client: Town of Seabrook Island
 2001 Seabrook Island Rd
 Seabrook Island, SC 29455

Contact Person: Joe Cronin
Email Address: jcronin@townofseabrookisland.org
Phone Number: 843.768.5321

Site Address: Seabrook Island path
 2001 Seabrook Island Rd
 Seabrook Island, SC 29455

Bid Date: 06-03-2021

Asphalt Paving - 1-4" Overlay	QTY	UNIT	Unit Cost	Total
<ul style="list-style-type: none"> - Apply a tack coat to all edges to ensure a proper binding of the old an new asphalt - Overlay 1-4" of new SCDOT hot mix asphalt - Ensure compaction with a heavy roller - Roll surface course to achieve a true and firm finish matching the existing grade - There is limited access to the repair site 				
	225	SY	\$ 52.00	\$ 11,700.00

Total
\$ 11,700.00

The quoted prices are based on the SCDOT Monthly Asphalt Liquid Index for the month of May 2021 @ \$472.38 per ton. Superior Blacktop Services reserves the right to adjust the contract price during the contract duration in accordance with the current SCDOT Liquid Index.

This bid is prepared based on the scope of work listed above. Any alterations or deviation from the above specifications involving extra cost will be executed only upon written orders, and will become an extra charge over and above the estimate.

Sign and return for scheduling. Bid Expires in 15 days. Payment due upon completion. Acceptance of this bid constitutes acceptance of the terms described. Completed work as described above that remains unpaid within the agreed upon terms; a late charge of 3% will be added to the outstanding balance per month. Additionally, failure to deliver payment for completed work can result in litigation. If company is forced to prevail in court in order to collect payment, then client agrees to be responsible for all attorney's fees and legal costs.

Feel free to contact me at (843) 231-9200 or hoa@sbsblacktop.com with any questions or concerns.

Acceptance of Proposal -- The above prices, specifications, and conditions are satisfactory and are hereby accepted. On acceptance, Superior Blacktop Services is authorized to do the work as specified, and this shall serve as SBS's notice to proceed.

Authorized Signature

Date



SUPERIOR Blacktop Services

Superior Blacktop Services, LLC
694 Greyback Road
Summerville, SC 29483

Account Manager: Kyle Robbins
 Phone Number: (843) 510-3548
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Phone Number: 843.768.5321

Site Address: Seabrook Island Path
 2001 Seabrook Island Rd
 Seabrook Island, SC 29455

Bid Date: 06-09-2021

	QTY	UNIT	Unit Cost	Total
Asphalt Paving - 1-4" Overlay				
<ul style="list-style-type: none"> - Mechanically clean area to remove all loose aggregate, dirt, gravel, silt, and other debris. - Raise manhole covers and water valves using metal risers (additional cost) - Apply tack coat to existing surface for proper adhesion - Pave 2" using bituminous surface course Type C hot asphalt mix - Pave in one (1) lift - Compact to maximum density using 2 ton roller - Provide traffic control and barricades 				
	1467	SY	\$ 42.90	\$ 62,934.30
Asphalt Sealcoating				
<ul style="list-style-type: none"> - Mechanically clean sealcoat area to remove all loose aggregate, dirt, gravel, silt, and other debris. - All oil spots will be primed using "Oxi-bond" to insure proper adhesion of sealer - Apply 2 spray coats of "GemSeal FedSpec" sealer, mixed to manufacturer's specifications - Add "GemSeal Ultra 3" sealer additive to increase viscosity and improve adhesion - Add "GemSeal Rapid Set" sealer additive to reduce drying time - Seal all edges by hand using brushes to give a clean edge. - Provide traffic control and barricades 				
	1467	SY	\$ 2.25	\$ 3,300.75

Total

The quoted prices are based on the SCDOT Monthly Asphalt Liquid Index for the month of May 2021 @ \$472.38 per ton. Superior Blacktop Services reserves the right to adjust the contract price during the contract duration in accordance with the current SCDOT Liquid Index.

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