



## Regular Town Council Meeting

Tuesday, May 09, 2023 at 5:00 PM

Theodore D. Washington Municipal Building  
Henry "Emmett" McCracken, Jr Council Chambers  
20 Bridge Street, Bluffton SC

### AGENDA

This meeting can be viewed live on [Beaufort County Channel](#), on Hargray Channel 9 and 113 or on Spectrum Channel 1304.

#### I. Call to Order

#### II. Pledge of Allegiance

#### III. Invocation

#### IV. Adoption of the Agenda

#### V. Civility Pledge

We pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of the Town of Bluffton.

#### VI. Adoption of the Minutes

- [1.](#) Regular Meeting Minutes of April 11, 2023
- [2.](#) Workshop Minutes of April 18, 2023

#### VII. Presentations, Celebrations and Recognitions

- [1.](#) Beaufort County School District Character Student of the Month - Mayor Lisa Sulka
- [2.](#) Proclamation for Tuberous Sclerosis Complex Global Awareness Day - Mayor Lisa Sulka
- [3.](#) National Mental Health and Substance Use Prevention Month Proclamation - Mayor Lisa Sulka
- [4.](#) Kids to Parks Day Proclamation - Mayor Lisa Sulka
- [5.](#) Historic Preservation Month Proclamation - Mayor Lisa Sulka
- [6.](#) Building Safety Month Proclamation - Mayor Lisa Sulka

#### VIII. Public Comment

#### IX. Communications from Mayor and Council

**X. Formal Agenda Items**

- [1.](#) Consideration of an Ordinance Approving the Town of Bluffton Fiscal Year 2024 Proposed Consolidated Budget – First Reading – Stephen Steese, Town Manager
- [2.](#) Approval to Authorize a Construction Contract to Jordan Construction of Hilton Head, Inc. for Phase 5 of the Buck Island/Simmons ville Sewer Extension Project (Fiscal Impact - \$2,412,559.70) - Kimberly Washok-Jones, Director of Projects and Watershed Resilience
- [3.](#) Consideration of Ordinance Amending Chapter 6 – Businesses and Business Regulations to add Division 1 – Local Business Licenses and Division 2 – Business Licenses for Insurers, Brokers, and Telecommunication Providers to Article II – Business Licenses and Regulations, Authorizing and Directing the Town of Bluffton to Enter into an Intergovernmental Agreement Relating to South Carolina Revenue Services; to Participate in one or more Local Revenue Service Programs, to Execute and Deliver One or More Participant Program Supplements, and other Matters Relating Thereto - Second & Final Reading - Natalie Majorkiewicz, Assistant Director of Finance
- [4.](#) Consideration of Approval of an Amendment to the Master Plan for Village at Verdier within the Village at Verdier Planned Unit Development to Remove a Previously Approved Residential Access Point on Approximately 124.2 Acres Located East of SC Highway 170 at Seagrass Station Road - Kevin Icard, Director of Growth Management

**XI. Consent Agenda Items**

- [1.](#) Monthly Department Reports: Police, Finance and Administration, Human Resources, Municipal Court, Projects and Watershed Resilience, Public Services, Don Ryan Center for Innovation, and Growth Management
- [2.](#) Town Manager Monthly Report
- [3.](#) May River Watershed Action Plan Advisory Committee Recommendation for Town Council Consideration to Include Fiscal Year 2024 Funding to Update the 2004 "Baseline Assessment of Environmental and Biological Conditions in the May River" – Kimberly Washok-Jones, Director of Projects and Watershed Resilience
- [4.](#) Consideration of a Resolution to Authorize the Installation of No Parking and Restricted Parking Signs for Limited Times on Portions of Bridge Street - Kimberly Washok-Jones, Director of Projects and Watershed Resilience
- [5.](#) Consideration of Approval of Memorandums of Understanding (MOUs) between the Town of Bluffton and Beaufort County Sheriff's Office Regarding School Resource Officers and a Crime Scene Unit - Chief Joe Babkiewicz

**XII. Adjournment**

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*"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."*

*In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of*



*disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or [adacoordinator@townofbluffton.com](mailto:adacoordinator@townofbluffton.com) as soon as possible but no later than 48 hours before the scheduled event.*

*\*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. Public comment must not exceed three (3) minutes.*

# Regular Town Council Meeting

April 11, 2023

Mayor Sulka called the meeting to order at 5 P.M. Council members present were Larry Toomer, Bridgette Frazier, Fred Hamilton, and Dan Wood. Town Manager Stephen Steese, Assistant Town Manager Heather Colin, Chief of Police Joe Babkiewicz, Town Clerk Kimberly Gammon, Interim Town Clerk Kerry Guzman and Town Attorney Richardson LaBruce were also present.

The pledge and invocation were given by Bridgette Frazier.

## Adoption of the Agenda

Wood made a motion to adopt the agenda as presented. Toomer seconded.

## Adoption of the Minutes

Regular Meeting Minutes of March 14, 2023

**Toomer made a motion to approve the Regular Meeting Minutes of March 14, 2023, as presented. Hamilton seconded. The motion carried unanimously.**

## Presentations, Celebrations and Recognitions

Mayor Sulka acknowledged the Beaufort County School District Student of the Month, Brayden Burnham, a 1st grader from Red Cedar Elementary, for the character traits of honesty and integrity.

Mayor Sulka read and presented the Child Abuse Awareness Month Proclamation to Hopeful Horizons and Child Abuse Prevention Association.

Mayor Sulka read and presented the Fair Housing Month Proclamation.

Mayor Sulka read and presented the Arbor Day Proclamation which was accepted by John Bowen.

Mayor Sulka read and presented the Native Plant Proclamation which was accepted by Corinne Reeves.

Don Ryan Center Update - David Nelems, CEO. Nelems stated that since his last update in October, the Center has added more companies. He introduced Paul Arvantides, the Vice President of Innovation. Nelems provided updates on the programs, membership and mentorship. The "How I Built It" series was discussed with Greg Parker launching the series. The Business Health Check has been implemented which is a 20 question test for a business.

There are currently 12 companies and looking to add two to four more in the next 60 days.

Mayor Sulka recognized Kimberly Gammon, Town Clerk, for her years of service to the Town of Bluffton as this was Gammon's last meeting working for the Town.

Mayor Sulka also recognized Dan Wood for receiving the Lifetime Achievement Award from the Greater Bluffton Chamber of Commerce.

## Public Comment

Skip Hoagland, 61 Sparwheel Lane, Hilton Head Island - Hoagland discussed his public comment at the March meeting and his previous lawsuit with Mayor Sulka.

Barry Ginn, 138 Pinecrest Circle, Bluffton - Ginn spoke about his concerns with the Chamber of Commerce and the tax dollars that they are being allotted. Ginn was appalled of the actions others had at the previous meeting that put others in danger.

Lynn Greeley, 8 Wax Myrtle Lane, Hilton Head Island - Greeley approached the podium and presented a document that she stated was a Power of Attorney and that she wished to give her three-minute speaking period to Skip Hoagland. Town Attorney LaBruce reviewed the Public Comment rules. Hoagland was told that he would not be permitted to speak a second time per the Town of Bluffton's Public Comment Rules and Protocols. Hoagland was escorted out of Council Chambers Bluffton Police for disrupting a public meeting.

Sharon Brown, 163 Buck Island Road, Bluffton - Brown discussed her concerns about the drainage ditches on Buck Island Road and the safety of the bridge walkway. Brown spoke about her concerns with the MOA with the Bluffton Eagle Action Committee.

Jack Gaido, 13 Princeton Circle, Hilton Head Island - Gaido asked why Hoagland's concerns aren't addressed behind closed doors instead of Public Comment.

#### Communications from Mayor and Council

Mayor Sulka stated that it was Heritage Week and reviewed how a Hilton Head Island event impacts the Town.

#### Formal Agenda Items

Consideration of Ordinance Amending Chapter 6 – Businesses and Business Regulations to add Division 1 – Local Business Licenses and Division 2 – Business Licenses for Insurers, Brokers, and Telecommunication Providers to Article II – Business Licenses and Regulations, Authorizing and Directing the Town of Bluffton to Enter into an Intergovernmental Agreement Relating to South Carolina Revenue Services; to Participate in one or more Local Revenue Service Programs, to Execute and Deliver One or More Participant Program Supplements, and other Matters Relating Thereto - Natalie Majorkiewicz, CGFO, Assistant Director of Finance - First Reading

Majorkiewicz stated that the Municipal Association of South Carolina requires the Town to enact the proposed ordinance and sign updated agreements in order to continue to participate in the programs now known as the Local Revenue Services. The Second and Final Reading will happen at the May 9, 2023 Town Council meeting.

**Toomer made a motion to approve an Amendment to Town of Bluffton Code of Ordinances, Chapter 6, Business and Business Regulations, adding Division 1. – Local Business Licenses and Division 2. – Business Licenses for Insurers, Brokers, and Telecommunications Providers to add Article II, Business Licenses and Regulations, Authorizing and Directing the Town of Bluffton to Enter into an Intergovernmental Agreement Relating to South Carolina Revenue Services; to Participate in one or more Local Revenue Service Programs, to Execute and Deliver One or More Participant Program Supplements, and other Matters Relating Thereto. Frazier seconded. The motion passed unanimously.**

Approval to Authorize a Construction Contract with Southern Palmetto Landscapes Inc. for Landscape Improvements at the Oyster Factory Park Parking Lot (Fiscal Impact \$106,030.47) – Kimberly Washok-Jones, Director of Projects and Watershed Resilience

Jones reviewed the Oyster Factory Park plan. Southern Palmetto Landscaping was the lowest bidder for the landscape improvements at the new Oyster Factory Park parking lot.

**Wood made a motion to approve authorizing the Town Manager to enter into a construction contract with Southern Palmetto Landscaping Inc for landscape improvements at the Oyster Factory Park for \$106,030.47, plus a 15% contingency. Hamilton seconded. The motion passed unanimously.**

Approval to Authorize a Construction Contract with Hilton Head Landscapes for Hardscape and Landscape Development adjacent to the Rotary Community Center (Fiscal Impact \$129,702.54) – Kimberly Washok-Jones, Director of Projects and Watershed Resilience

Jones reviewed the concept plan and the landscape and hardscape enhancements that were to be included. Hilton Head Landscapes was the lowest bidder.

**Toomer made a motion to approve authorizing the Town Manager to enter into a construction contract with Hilton Head Landscapes for hardscape and landscape development adjacent to the Rotary Community Center for \$129,702.54, plus a 15% contingency. Frazier seconded. The motion passed unanimously.**

Consideration of a Resolution Authorizing Initiation of Legal Proceedings Supporting Construction of Historic District Sewer Extensions - Kimberly Washok-Jones, Director of Projects and Watershed Resilience

Jones reviewed the May River Watershed Action Plan and Sewer Connection and Extension Policy. Jones provided an update on sewer quitclaim deeds for phases one through six. If Staff is unable to obtain voluntary execution of a quitclaim deed by an impacted property owner, the Town can pursue a "quiet title" action and/or a condemnation action to acquire a title. Jones discussed the Quiet Title process and steps.

There was discussion about the history of the ghost roads and why the Town is trying to acquire the necessary titles.

**Toomer made a motion to approve to adopt a resolution authorizing the Town Attorney to initiate legal proceedings to confirm title to certain rights of way in Bluffton as necessary to construct Historic District Sewer Extension Phases 4 through 6. Frazier seconded. Hamilton opposed. The motion passed with a four/one vote.**

Consent Agenda Items

1. Monthly Department Reports: Police, Finance and Administration, Human Resources, Municipal Court, Projects and Watershed Resilience, Public Services, Don Ryan Center for Innovation, and Growth Management
2. Town Manager Monthly Report

3. Consideration of Planning Commission Recommendation for Fiscal Year 2024 Capital Improvement Program Projects Prioritization - Kimberly Washok-Jones, Director of Projects and Watershed Resilience
4. May River Watershed Action Plan Advisory Committee Recommendation for Town Council Consideration to Establish a Green Space Policy and Program - Kimberly Washok-Jones, Director of Projects and Watershed Resilience
16. Consideration of a Resolution to Affirm the Continued Dedication of the Town of Bluffton to Fair Housing Principles and Regulations Established by the State of South Carolina and the United States Federal Government – Kevin Icard, Director of Growth Management

**Toomer made a motion to approve the Consent Agenda as presented. Wood seconded. The motion carried unanimously.**

**Wood made a motion to adjourn at 6:11 PM. Hamilton seconded.**

# Town Council Quarterly CIP Workshop

Theodore D. Washington Municipal Building

April 18, 2023

Mayor Pro-Tempore Toomer called the meeting to order at 5pm. Council members present were Bridgette Frazier and Dan Wood. Town Manager Stephen Steese, Assistant Town Manager Heather Colin, Assistant Town Manager Chris Forster and Interim Town Clerk Kerry Guzman were also present.

## Public Comment

There were no public comments.

## Workshop Items

### Update and Discussion Regarding Sarah Riley Hooks Structure and Conceptual Master Plan Options

Kalen McNabb with Meadors Preservation reviewed the current state of the Sarah Riley Hooks structure. Betty Prime (Meadors) discussed the evolution of the structure. Filmore Wilson (Meadors) discussed the original materials and the state of use they are in. Prime reviewed the two budget options, option one being restore which would be a new structure done with salvaged materials installed or option two which would be to replicate the building. Both options exclude site work, landscaping and hazardous materials abatement. There was a list of salvageable items provided. The firm recommended to proceed with option one and proposed the existing configuration with two bedrooms and the front porch on.

Jones continued the discussion with the land and site use. The public survey results were reviewed with the majority of the results wanting the structure to be used as park or classroom space. Potential land use results were for multi purpose trails, boardwalk access or flexible use. Staff requested direction on the structure use with options including: museum/interpretive center, art/music space, restrooms, education facility or artist in residence. Frazier preferred a flex space for different types of artists in residence. Wood wanted to make sure there is an option to reevaluate the use of the structure. Toomer said if used as an interpretive center, it needs to be staffed for visitors.

Jones reviewed the conceptual site plan. The plan featured a perimeter loop trail, open flexible lawn space, possible observation deck/gazebo overlook, outdoor garden, privacy wall, and optional boardwalk across Huger Cove.

Frazier requested to see more picnic seating. Wood agreed with Frazier's suggestion. Toomer raised a concern about safety for the dock on the cove. Staff and Council discussed sensory lighting and cameras.

Jones reviewed the next steps which included work with the landscape architects to modify the plans using Council's feedback, work with Meadors to move through permitting, complete site design and site development and look to begin construction in 2025.

Staff will bring updated plans before Council during another workshop session.

### Update and Discussion Regarding Oyster Factory Park Event Area Improvements

Jones discussed the changes that have happened to the plan over the past few years. There was a review of the event space changes which included pedestrian safety and connectivity, a perimeter pathway, a drop off zone and possible food truck access. There was discussion about the safety of food trucks turnaround, the oyster tables layout, string lights locations and a possible upgrade to the bathrooms.

Steese alerted Council that there will need to be a conversation about allowing events with alcohol near the Garvin-Garvey house during the construction phase of Oyster Factory Park.

Council discussed the placement of the palmetto trees. Council stated that the front tree near the pavilion would need to be moved to help with drop offs for events. Jones discussed next steps which included updating the perspective and move forward with constructive drawings. Staff will have Beaufort County sign off on the park. Construction should start in the winter of 2024.

#### Update and Discussion Requested on Sport Courts at Oscar Frazier Park

Jones requested direction on the sport courts. The master plan calls for courts but the types are not designated. Splash pads are in the design phase and projected construction is in fiscal year 2024 subject to Town Council approval. Jones reviewed the results from the neighborhood survey about what kind of sports courts to construct. The survey results did not indicate a clear favorite court type. 29% of the respondents requested no courts and would prefer to preserve the existing tree canopy.

There was discussion about what would need to be done if no sport courts were built. Frazier, Toomer and Wood are not in favor of proceeding with installing a sport court. Colin stated that she is not aware of any obligation the Town is under to build any kind of court.

Wood stated there was past discussion about highlighting the entrance with brick or defining the two corners of the park.

#### Update and Discussion Regarding Dubois Park Playground Equipment

Jones reviewed what will be changed including an additional nest swing and adding a height appropriate ring beam. There will be more size and scale for age appropriate structures. Jones asked if Council would like an optional roof on the two to five year old play structure given the location and no proposed shade sales. Council recommended a roof for the structure.

Frazier made a motion to adjourn. Seconded by Wood. The meeting adjourned at 6:21pm.





**TOWN OF BLUFFTON  
TUBEROUS SCLEROSIS COMPLEX GLOBAL AWARENESS DAY PROCLAMATION**

**WHEREAS**, an estimated 50,000 Americans and 1 million people worldwide have been diagnosed with tuberous sclerosis complex (TSC), a genetic disease with no cure; and

**WHEREAS**, tuberous sclerosis complex is often a devastating disorder that causes tumors to form in vital organs, including the brain, heart, kidneys, skin, liver and lungs; and

**WHEREAS**, the disease is also the leading genetic cause of epilepsy; and

**WHEREAS**, tuberous sclerosis complex affects some people severely, and others so mildly it often goes undiagnosed; and

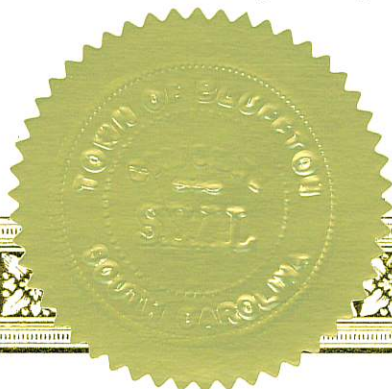
**WHEREAS**, the incidence of TSC is as common as Lou Gehrig's disease (ALS) or cystic fibrosis, so increased awareness is vital; and

**WHEREAS**, the TSC Alliance and other groups around the world have joined together to promote awareness of the disorder to ensure people with TSC get the best possible treatment and proper diagnosis.

**NOW, THEREFORE**, I, Lisa Sulka, Mayor, of the Town of Bluffton, along with Town Council, do hereby proclaim May 15, 2023, as "Tuberculosis Sclerosis Complex Awareness Day", throughout Bluffton, South Carolina and urge all our citizens to support the search for a cure and assist those individuals and families who deal with this challenging disease daily.

**IN WITNESS WHEREOF**, I have set my hand and caused the seal of the Town of Bluffton to be affixed this 15th day of May 2023.

  
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Lisa Sulka, Mayor





**TOWN OF BLUFFTON****NATIONAL MENTAL HEALTH AND SUBSTANCE USE AWARENESS MONTH  
PROCLAMATION**

**WHEREAS**, during the month of May, a national health observance is dedicated to increasing public awareness of, and action around positive mental health and substance use prevention; and

**WHEREAS**, rates of substance use and reports of depression, suicidal thoughts and attempts, and serious mental illnesses have increased; and

**WHEREAS**, half of all lifetime cases of mental illness and substance use begin by age 14 and three-fourths by age 24; and

**WHEREAS**, individuals who suffered with social isolation, fear, anxiety, loss, and uncertainty during COVID-19 are suffering from or may be at-risk for mental and/or substance use disorders; and

**WHEREAS**, this national month of awareness celebrates the efforts of communities and organizations coming together to raise awareness about the importance of positive mental health and substance use prevention; and

**WHEREAS**, the Town Council of Bluffton, SC now joins and supports the efforts of the LowCountry Alliance for Healthy Youth Coalition in raising awareness about positive mental health and substance use prevention issues the following proclamation:

**NOW, THEREFORE**, I, Lisa Sulka, Mayor of the Town of Bluffton, along with Town Council, do hereby proclaim the month of **May** to be **Mental Health and Substance Use Awareness Month**.

**IN WITNESS WHEREOF**, I have set my hand and caused the seal of the Town of Bluffton to be affixed this 9<sup>th</sup> day of May 2023.



Lisa Sulka, Mayor





TOWN OF BLUFFTON  
BLUFFTON, SOUTH CAROLINA

**Kids to Parks Day**

**WHEREAS**, May 20, 2023, is the thirteenth Kids to Parks Day organized and launched by the National Park Trust held annually on the third Saturday of May; and

**WHEREAS**, Kids to Parks Day empowers kids and encourages families to get outdoors and visit local parks, public lands, and waters; and

**WHEREAS**, we should encourage children to lead a more active lifestyle to combat issues of childhood obesity, diabetes, hypertension, and hypercholesterolemia; and

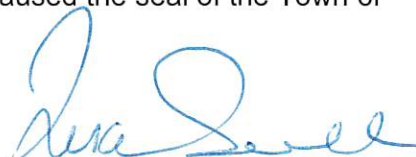
**WHEREAS**, Kids to Parks Day will broaden children's appreciation for nature and outdoors; and

**WHEREAS**, Kids to Parks Day will recognize the importance of recreating responsibly while enjoying the benefits of the outdoors; and

**NOW, THEREFORE BE IT RESOLVED**, that I, Lisa Sulka, Mayor of the Town of Bluffton, along with Bluffton Town Council, do hereby proclaim May 20, 2023, as Kids to Parks Day in the Town of Bluffton and encourage residents of the Town of Bluffton to take the children in our lives to a neighborhood park.

**IN WITNESS WHEREOF**, I have hereto set my hand and caused the seal of the Town of Bluffton to be affixed this 9<sup>th</sup> day of May 2023.



  
Lisa Sulka, Mayor





**TOWN OF BLUFFTON  
NATIONAL HISTORIC PRESERVATION MONTH PROCLAMATION**

**WHEREAS**, on October 15, 1966, the National Historic Preservation Act, the most far-reaching preservation legislation ever enacted in the United States, was signed into law by President Lyndon B. Johnson. This legislation established the National Register of Historic Places and the State Historic Preservation Offices ("SHPOs"); and

**WHEREAS**, the National Trust for Historic Preservation established May as National Preservation Month, first celebrated as National Preservation Week on May 6-12, 1973 by Presidential Proclamation; and

**WHEREAS**, on June 21, 1996, the Bluffton Historic District was listed in the National Register of Historic Places and on June 19, 2007, the Town of Bluffton established a larger, local district known as the Old Town Bluffton Historic District that currently recognizes 86 Contributing Resources, and within the District, the Church of the Cross and the Campbell Chapel A.M.E. Church, are both individually listed in the National Register of Historic Places; and

**WHEREAS**, the Bluffton community continues to demonstrate its commitment to preservation, the nomination of significant historic resources to National Register of Historic Places; the protection of its resources both built and natural; and the recognition, rehabilitation, and restoration of historic resources; and

**WHEREAS**, Bluffton is presenting the 8th Annual Historic Preservation Symposium, **Preserving the Legacy of Bluffton's Historic African American Churches**, on May 18th to better involve the Community in local historic preservation efforts.

**NOW, THEREFORE**, I, Lisa Sulka, Mayor of the Town of Bluffton along with Town Council, do hereby proclaim the month of **May 2023** as **National Preservation Month** in the Town of Bluffton and call upon our residents to join others across the United States in recognizing and participating in this special observance.

**IN WITNESS WHEREOF**, I have set my hand and caused the seal of the Town of Bluffton to be affixed this 9<sup>th</sup> day of May 2023.



Lisa Sulka, Mayor





## TOWN OF BLUFFTON

### BUILDING SAFETY MONTH PROCLAMATION

**WHEREAS**, the Town of Bluffton is committed to recognizing that our growth and strength depends on the safety and economic value of the homes, buildings and infrastructure that serve our citizens, both in everyday life and in times of disaster, and;

**WHEREAS**, our confidence in the resilience of these buildings that make up our community is achieved through the devotion of vigilant guardians – building safety and fire prevention officials, architects, engineers, builders, tradespeople, design professionals, laborers, and others in the construction industry – who work year-round to ensure the safe construction of buildings, and;

**WHEREAS**, these guardians are dedicated members of the International Code Council, a nonprofit that brings together local, state and federal officials that are experts in the built environment to create and implement the highest-quality codes to protect us in the buildings where we live, learn, work, play, and;

**WHEREAS**, our nation benefits economically and technologically from using the International Codes that are developed by a national, voluntary consensus codes and standards development organization, our government is able to avoid the high cost and complexity of developing and maintaining these codes, which are the most widely adopted building safety and fire prevention codes in the world; and

**WHEREAS**, these modern building codes include safeguards to protect the public from hazards such as hurricanes, snowstorms, tornadoes, wildland fires, floods and earthquakes, and;


**WHEREAS**, Building Safety Month is sponsored by the International Code Council to remind the public about the critical role of our communities' unknown protectors of public safety – our local code officials – who assure us of safe, sustainable, energy conservation; water safety; training the next generation; and new technologies in the construction industry; and

**WHEREAS**, each year, in observance of Building Safety Month, people all over the world are asked to consider the commitment to improve building safety, resilience and economic investment at home and in the community, and to acknowledge the essential service to all of us by local and state building departments, fire prevention bureaus and federal agencies in protecting lives and property.

**NOW, THEREFORE**, I, Lisa Sulka, Mayor of the Town of Bluffton along with Town Council, do hereby proclaim the month of **May 2023** as **Building Safety Month** in the Town of Bluffton and call upon our residents to join others across the United States in recognizing and participating in this special observance.

**IN WITNESS WHEREOF**, I have set my hand and caused the seal of the Town of Bluffton to be affixed this 9<sup>th</sup> day of May 2023.



  
Lisa Sulka, Mayor



TOWN COUNCIL  
STAFF REPORT

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MEETING DATE:	May 9, 2023
PROJECT:	Formal Item: Consideration of an Ordinance Approving the Town of Bluffton Fiscal Year 2024 Proposed Consolidated Budget – First Reading
PROJECT MANAGER:	Stephen Steese, Town Manager

**REQUEST:**

Town Council approves the first reading of the Ordinance for the Town of Bluffton FY 2024 Consolidated Budget of \$77,814,253, guided by the Town Mission statement and the Town of Bluffton Strategic Plan Action Agenda for FY 2024.

**BACKGROUND AND DISCUSSION:**

This financial plan supports our Bluffton Town Vision that states, “Bluffton, the Heart of the Lowcountry, a Town that appreciates the past, focuses on today and is planning together for a greater future.” This financial plan provides the resources and staff for all our commitments to making Bluffton a better place.

The consolidated budget concentrates on the Town of Bluffton Strategic Plan Priority Focus Areas that include May River & Surrounding Rivers and Watersheds, Town Organization, Economic Growth, Fiscal Sustainability, Community Quality of Life, Housing, and Infrastructure.

The consolidated budget for FY2024 now consists of six major funds, which includes two additional Special Revenue Funds, Hospitality Tax Fund and Local Accommodations Tax Fund, as well as the General Fund, the Stormwater Fund, the Capital Improvements Program (CIP) Fund, and the Debt Service Fund.

The proposed consolidated budget is an increase of 6.1% from the revised FY2023 budget which reflects the addition of the newly budgeted Special Revenue Funds. The budget keeps the tax millage rate the same at 38.5, which reflects General Fund mills of 36.8 and Debt Service Fund mills of 1.7 mills. The current millage rate may be impacted by Beaufort County’s 2023 reassessment program. We anticipate a rollback millage calculation to show revenue neutrality, but the number is not known at this time.

There are proposed changes to the Master Fee Schedule due to increases in contracts and current services as well as the removal of some outdated fees for the following:

- Section II – Police Department Fees for off-duty officers from \$52.50 to \$60 per hour
- Section IV –
  - Facility Rental Fees for cleaning from \$100 to \$130
  - Addition of Buckwalter Place Commerce Park – Amphitheater Section
- Remove Section V – IT/GIS Department Fees and rename it “RESERVED”

- Section VI – Growth Management Fees
  - Streamlined Application Fees
  - Increase to working without a permit from two (2) times the value of the permit fee to three (3)
  - Language added for Neighborhood Assistance Program and Affordable Housing Partnerships
  - Increases to Planning and Environmental Applications and Permits
- Section VII – Stormwater Management Fees
  - NPDES Inspection Fee increases
  - Adding Notice of Termination fees

#### **CURRENT STATUS:**

**The General Fund** accounts for and reports the financial resources for the Town's primary operating fund. Principal sources of revenue are property taxes and licenses and permit fees. The General Fund budget is 37.6% or \$29,276,059 of the consolidated budget. Budget details are available in the attached Executive Consolidated Budget Summary.

**Hospitality Tax Fund** (*Newly Budgeted in FY2024*) is used to account for the local hospitality tax fees of two percent (2%) by the Town for use in tourism related expenditures and related Capital Improvements Projects. The Hospitality Tax Fund proposed budget is \$7,467,056 or 9.6% of the consolidated budget and supports transfers to the General Fund and Capital Improvement Program Fund for allowable projects and expenditures. Budget details are available in the attached Executive Consolidated Budget Summary.

**Local Accommodations Tax Fund** (*Newly Budgeted in FY2024*) is used to account for the local accommodations tax fees of three percent (3%) by the Town for use in tourism related expenditures and related Capital Improvements Projects. The Local Accommodations Tax Fund proposed budget is \$1,597,500 or 2.1% of the consolidated budget and supports transfers to the General Fund and Capital Improvement Program Fund for allowable projects and expenditures. Budget details are available in the attached Executive Consolidated Budget Summary.

**The Stormwater Fund** accounts for and reports the financial resources of all stormwater-related expenditures including Watershed Management staffing and operations, routine watershed maintenance and capital projects. The primary source of revenue is stormwater utility fees. The Stormwater Fund budget is 4.1% or \$3,201,112 of the consolidated budget and includes a transfer to the Debt Service Fund to pay the principal and interest on General Obligations bonds issued for stormwater and sewer projects. Budget details are available in the attached Executive Consolidated Budget Summary.

**Capital Improvement Program (CIP) Fund** accounts for and reports financial resources that are restricted, committed or assigned to expenditures for capital outlays including the land acquisition and/or construction of capital facilities and other capital assets. Capital projects are primarily non-recurring in nature. All capital categories require a unit cost threshold of greater than \$5,000, except roads, buildings, and computer software (recorded in the general fund) whose threshold is \$50,000. The CIP budget is 37.0% or \$28,779,621 of the consolidated budget and supports diversified projects throughout our Bluffton neighborhoods. Budget details are available in the attached Executive Consolidated Budget Summary.



**Debt Service Fund** accounts for the accumulation of resources for the payment of interest and principal on general long-term debt obligations. The primary source of revenue is property tax and bond proceeds. The Debt Service Fund budget is \$7,492,621 or 9.6% of the consolidated budget and supports the debt service for the 2014 and 2022 Tax Increment Revenue Bonds, 2020 General Obligation Bond for the Law Enforcement Center at Buckwalter Place, 2020A General Obligation Bond for Stormwater Capital Projects, a transfer to the Capital Improvement Program Fund for allowable projects, and future debt payments and allowable expenditures. Budget details are available in the attached Executive Consolidated Budget Summary.

**NEXT STEPS:**

- May 25, 2023 Town Council Budget Workshop at 5:00 pm
- May 30, 2023 Town Council Budget Workshop at 5:00 pm
- June 13, 2023 Town Council Meeting at 5:00 pm – Public Hearing and Second and Final Reading

**ATTACHMENTS:**

1. FY2024 Proposed Consolidated Budget Executive Summary
2. Ordinance for Fiscal Year 2024 Budget
  - Attachment A: General Fund Proposed Budget
  - Attachment B: Hospitality Tax Proposed Budget
  - Attachment C: Local Accommodations Tax Proposed Budget
  - Attachment D: Stormwater Fund Proposed Budget
  - Attachment E: Capital Improvement Program Fund Proposed Budget
  - Attachment F: Debt Service Fund Proposed Budget
  - Attachment G: Consolidated Proposed Budget
  - Attachment H: Master Fee Schedule



**Town of Bluffton, South Carolina**

**PROPOSED CONSOLIDATED**

**MUNICIPAL BUDGET**

For the Fiscal Year Ended June 30, 2024



[www.TownofBluffton.sc.gov](http://www.TownofBluffton.sc.gov)



Town of Bluffton, South Carolina  
Consolidated Municipal Budget  
Fiscal Year  
July 1, 2023 through June 30, 2024

Elected Officials

Mayor - The Honorable Lisa Sulka

Council Members:

Mayor Pro Tempore – Larry Toomer

Fred Hamilton

Bridgette Frazier

Dan Wood

Appointed Officials

Stephen Steese – Town Manager

Terry A. Finger – Town Attorney

Honorable Clifford Bush III, Chief Municipal Court Judge

Senior Management

Chris Forster	Assistant Town Manager
Heather Colin	Assistant Town Manager
Marcia Hunter	Town Clerk
Joseph Babkiewicz	Chief of Police
Anni Evans	Director of Human Resources
Derrick Coaxum	Director of Public Services
Lisa Cunningham	Clerk of Court
Kevin Icard	Director of Growth Management
Kim Jones	Director of Projects and Watershed Resilience
Natalie Majorkiewicz	Assistant Director of Finance
David Nelems	CEO, Don Ryan Center for Innovation
Tracye Stormer	Chief Technology Officer

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## Town of Bluffton Overview

The Town of Bluffton is located in Beaufort County, a southern coastal county in South Carolina. It is situated on a high bluff overlooking the May River, a pristine waterway that has strongly contributed to the Town's history, industry and recreational opportunities. Bluffton is located just 12 miles west of Hilton Head Island, SC and approximately 20 miles northeast of Savannah, GA.

The Town of Bluffton, established in 1825, was approximately one square mile when originally incorporated in 1852 as a summer coastal retreat. The town is rich with historical significance. The Calhoun Street Steamboat landing served as a stopover for travelers making their way between Savannah, Beaufort and Charleston. During General Tecumseh Sherman’s infamous March to the Sea, the Town of Bluffton was burned by the Union Army in June of 1863. Prior to the Civil War, there were 60 brick and mortar buildings in the town. After the war, there stood only two churches and 15 residences. In 1996, Old Town Bluffton was granted National Historical Designation with 54 contributing structures.

After a series of annexations, which began in 1987, the Town of Bluffton is now 54 square miles and has seen the population increase from 738 to over 32,000 today. While the population numbers still classify Bluffton as a small town, in terms of police and planning purposes, the town serves a daily population of 50,000 to 60,000 when tourists and visitors to the town are included.

Most of Bluffton’s 54 square miles is already master planned. Ninety-two percent of Bluffton is covered by development agreements, though it is only about a 56% built-out. This means that the town must plan to continue to facilitate steady growth for the foreseeable future.

## Strategic Plan Summary

A Mayor and Council Strategic Planning Workshop was held in November 2022. The workshop identified planning objectives and actions that provide policy guidance in managing and directing the application of Town resources into a list of Strategic Plan Focus Areas. These focus areas are designed to keep the organization’s priorities from getting distracted by what may appear to be competing opportunities. This strategic focus will drive policy decisions and priorities for the town. The Town of Bluffton’s Strategic Focus Areas are:

1. Affordable and/or Workforce Housing
2. Community Quality of Life
3. Economic Growth
4. Fiscal Sustainability
5. Infrastructure
6. May River and Surrounding Rivers and Watersheds, and
7. Town Organization

**Bluffton's Vision statement** reflects a welcoming and inclusive community, committed to retaining its historic nature, livable neighborhoods, active lifestyle and respect for the May River. Town Council and Town Staff are committed to work together to create a great community now and one that is also sustainable for the generations to come.

**Bluffton's Mission statement** reflects its commitment to people and processes by:

1. Providing excellent services by continuously looking for improvements in services using best practices.
2. Providing award winning fiscal management services to our citizens.
3. Providing exceptional customer service that is focused on solutions and meeting the needs of our citizens.
4. Providing meaningful public engagement opportunities for our community.
5. Providing a work environment committed to teamwork, communication, transparency, ethical behavior and progressive compensation to help employees reach their full potential.
6. Providing and using performance measures to determine if our services are getting the intended results.

## Why Does the Town Prepare a Budget?

1. Establishes priorities to determine how resources will be allocated among the Town's programs and services.
2. Identifies the costs of providing programs and services.
3. Establishes the amount of revenue projected to be available, and subsequently sets limitations on the amount of expenditures that can be supported.
4. Aligns allocated funding with Strategic Plan Action Agenda priorities established by Town Council.
5. Provides budgetary targets to compare with actual revenues and expenditures throughout the year.

The State of South Carolina requires Town Council to adopt an annual balanced budget ordinance prior to July 1. The Town's annual budget is developed in conjunction with feedback from citizens, various boards and commissions including the Town's Planning Commission, the Mayor and Council, the Town Manager, and each department within the Town. Town Council adopts the budget via two readings of the Consolidated Budget Ordinance as well as a public hearing. The first reading is held in May, and the second reading and associated public hearing is held in June. Town Council also holds two budget workshops to review projected revenues, expenditure requests, programs, services, and capital projects.



# Where is Bluffton?





## Town of Bluffton at a Glance

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After a series of annexations, which began in 1987, the Town of Bluffton is now 54 square miles and has seen the population increase from 738 to well over 27,000 today. While the population numbers still classify Bluffton as a small town, in terms of police and planning purposes, the town serves a daily population of 40,000 to 50,000 when tourists and visitors to the town are included.

Most of Bluffton's 54 square miles is already master planned. Ninety-two percent (92%) of Bluffton is covered by development agreements, though it is only about 52% built-out. This means that the town must plan to continue to facilitate steady growth for the foreseeable future.

### Recent Awards and Recognitions:

- **#1 "Safest City" in South Carolina** *Safety.com, December 2020*
- **#2 "Safest Places to Live in South Carolina"** *Money, Inc, August 2020*
- **#4 "Safest City" in South Carolina** *Safewise, May 2020*
- **#2 "Safest City" in South Carolina** *National Council for Home Safety & Security, March 2020 and SafeWise in 2022.*
- **#1 "Safest City" in South Carolina** *The Home Security Advisor, 2019*
- **#4 "Safest City" in South Carolina** *HomeSnacks, 2019*
- **#8 The South's Best Small Towns** *Southern Living Magazine, April 2019*
- **2020 Citation Award for Adaptive Reuse and Preservation, The Garvin-Garvey House Rehabilitation Project** *South Carolina chapter of the American Institute of Architects (ALASC), November 2020*
- **2018 Preserving Our Places in History award, The Garvin-Garvey House Rehabilitation Project** *South Carolina African American Heritage Commission, April 2019*
- **2019 Municipal Achievement Award 10,001-20,000 Two Streetscapes, One Historic District: Two Streetscape Projects Unify Bluffton's Historic District Providing Walkability & Connectivity,** *Municipal Association of South Carolina (MASC), July 2019*
- **2022 Municipal Achievement Award, Public Service Category Mental Health & Wellness Program**

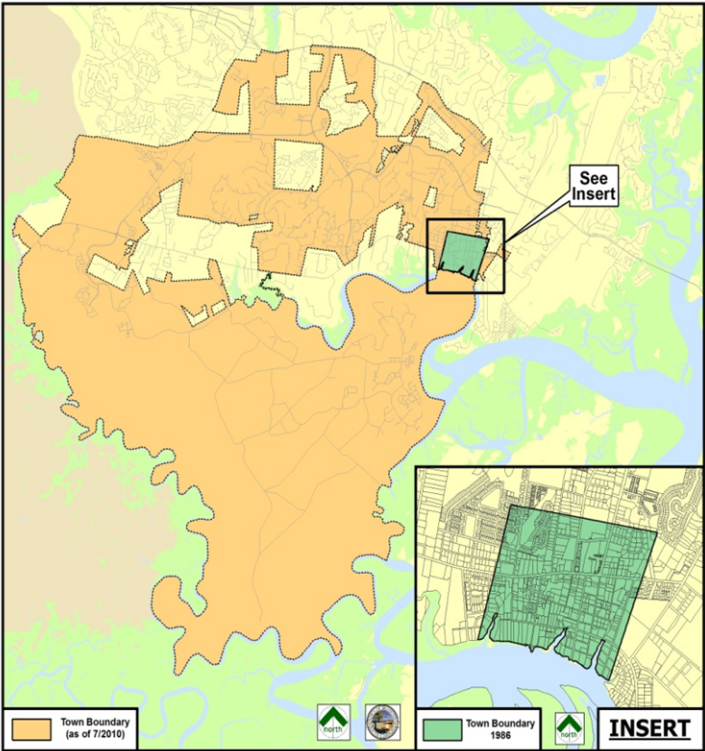
## Recent Awards and Recognitions (continued):

- **2022 Excellence in Government Finance** *Government Finance Officers Association of the United States and Canada* the Town's Establishing a New Fund Balance and Capital Asset Reserve Policy
- **Distinguished Budget Presentation Award** *Government Finance Officers Association of the United States and Canada, every year since 2011.*
- **Certificate of Achievement for Excellence in Financial Reporting Award for the Comprehensive Annual Financial Report** *Government Finance Officers Association of the United States and Canada, every year since 2008.*
- **Award for Outstanding Achievement in Popular Annual Financial Reporting** *Government Finance Officers Association of the United States and Canada, every year since 2011.*
- **Triple Crown Winner** *Government Finance Officers Association of the United States and Canada, only 317 governments received the award in 2022.*

Bluffton is also home to Palmetto Bluff, a 19,271-acre world-renowned residential community and resort, which consistently receives top awards and accolades. Palmetto Bluff celebrated its grand debut of Montage Palmetto Bluff in August 2016. Montage Palmetto Bluff is AAA 5-diamond resort with 200 rooms, 6 dining locations, 13,000 square foot spa, and many other resort amenities. Below is a list of awards and accolades for this award-winning resort:

- **Five Diamond Hotel** *AAA Five-Diamond Awards, 2023*
- **Four Diamond Restaurant, River House** *AAA Five-Diamond Awards, 2023*
- **Most Luxurious Accommodations North America** *AAA Five-Diamond Awards, 2021, 2017, 2016, 2015, 2014, 2013 and 2012*
- **Five Star Hotel** *Forbes Five-Star Awards, 2023*
- **Five Star Spa** *Forbes Five-Star Awards, 2023*
- **Best Golf Resorts in The Carolinas** *Golf Digest, Editors' Choice Best Resorts | The Americas, 2022 and 2017*
- **The Best New Hotels in the World** *Travel & Leisure, World's Best Awards, 2019 and 2017*
- **The Best Hotels and Resorts in the U.S. and Canada** *Conde Nast Traveler Gold List, 2022 and 2020*
- **Best Hotels in the USA** *U.S. News and World Report, 2023, 2021, 2020 and 2018*
- **#1 Top 20 Resorts in the South** *Conde Nast Traveler Readers' Choice Awards, 2022*
- **#10 Top 20 Best Resorts in the World, USA** *Conde Nast Traveler Readers' Choice Awards, 2022*
- **Top 10 South Carolina Resort Hotels** *Travel & Leisure, World's Best Awards, 2022, 2021, 2020, and 2017*

Town of Bluffton at a Glance (Continued)



Bluffton expanded its territory by more than 32,000 acres primarily through annexation of four tracts of undeveloped land (Palmetto Bluff, Shults tract, Buckwalter tract, and Jones tract). Coupled with the Buck Island/Simmons ville area annexation and several auxiliary annexations (Bluffton Village, Village at Verdier, Shultz-Goethe Road Area, and Willow Run). ***The Town of Bluffton is now approximately 54 square miles in area, becoming the fifth largest town in South Carolina by land area.*** These annexations have created a challenge for government officials and citizens to preserve the Town's rich historical heritage, high quality of life, and unique coastal culture.

Government Profile

The Town operates under the council-manager form of government. Policy-making and legislative authority are vested in a governing council (Council) consisting of a mayor and four (4) other members. Members of Council are elected for a term of four (4) years. Council is primarily responsible for setting polices, passing ordinances, adopting the budget, appointing committees, and hiring the Town’s manager, municipal judges, and attorney. The Town Manager, acting as chief executive officer, carries out the policies and ordinances of the Council, oversees the day-to-day operations of the Town, appoints the heads of various departments, and manages Town staff members.

The Town is empowered to levy a property tax on both real and personal property located within its boundaries. The Town also has the power by statute to extend its corporate limits by voluntary annexation as deemed appropriate by Council.

Local Economy

The Town has responded to its anticipated growth by collecting fees from developers to shield existing residents from the costs associated with growth. The budgeted amount for FY 2024 is \$508,343.

Town of Bluffton at a Glance (Continued)

Local Economy (continued)

In 2005, the Town began construction of the May River Technical Park (Tech Park) in Buckwalter Place. The vision was to have an integrated mixed-use, technology-based business center near the intersections of the new Bluffton and Buckwalter Parkways for easy access both from its residents and visitors.

In June of 2006, the Town entered into a building construction and operating agreement with eviCore National (the nation’s leading health insurance benefits organization) for the construction of an office building containing up to 49,000 square feet in the Tech Park, allowing eviCore to expand its presence in South Carolina. eviCore, a medical diagnostic imaging company, is a provider of healthcare specialty benefits management solutions to America’s health plans. The construction of this building and the Tech Park project was completed in June of 2008. In 2010, construction of a second two-story building, serving as National Headquarters for eviCore and encompassing approximately 35,000 additional square feet, was completed. To date, more than 500 jobs have been created.



In November of 2015, Town of Bluffton Mayor Lisa Sulka announced the signing of a public-private partnership agreement between the Town of Bluffton, the Bluffton Public Development Corporation, and Southeastern Development Associates (formerly known as Blanchard and Calhoun Commercial) that will further develop Buckwalter Place Commerce Park (previously Tech Park). The agreement provides for continued public infrastructure investment supportive of this multi-county commerce park.

The Town, along with Beaufort County and Jasper County, have formed a multi-county industrial park and entered into a public-private development contract with plans to develop a multi-use property, including a Kroger grocery store as the anchor surrounded by general commercial, retail and office space, and a culinary institute. The Kroger store opened in May 2019 with additional stores to open in the following year to include a community and Veteran’s park.

Investing in projects such as this will continue to strengthen the Town’s economy and maintain a favorable employment rate. Buckwalter Place is in close proximity to everything and has something to offer all.

Town of Bluffton at a Glance (Continued)

Local Economy (continued)

The Don Ryan Center for Innovation (DRCI) was established in mid-2012 as a 501(c)(3). The corporation's mission is to function as a business incubator to grow Bluffton's and the



surrounding region’s economic base by helping innovative start-up or early-stage companies. The organization expanded into partnerships with Beaufort County Schools, USCB, TCL, SCAD and the City of Beaufort to promote and support innovation and entrepreneurship for the purposes of economic development.

The Bluffton Public Development Corporation (BPDC) was established as a 501(c)(3) in late 2012 by Town leaders to pursue economic development within the Town. The corporation's mission is to accept, buy, sell, develop, mortgage, and transfer real and personal property including development rights. Its two other objectives are to assist in the town's economic development and undertake activities designed to promote and support the May River and other watershed cleanup efforts of the town.

Both organizations have matured and evolved to reflect the needs of the Town and the region. Since both work in the realm of economic development, Town Council has authorized the merger of these entities by adoption of a resolution on December 13, 2016 into a single entity known as the Don Ryan Center for Innovation, Inc. Contact Don Ryan Center for Innovation <https://www.donryancenter.com> to discover how we can help you make a difference.

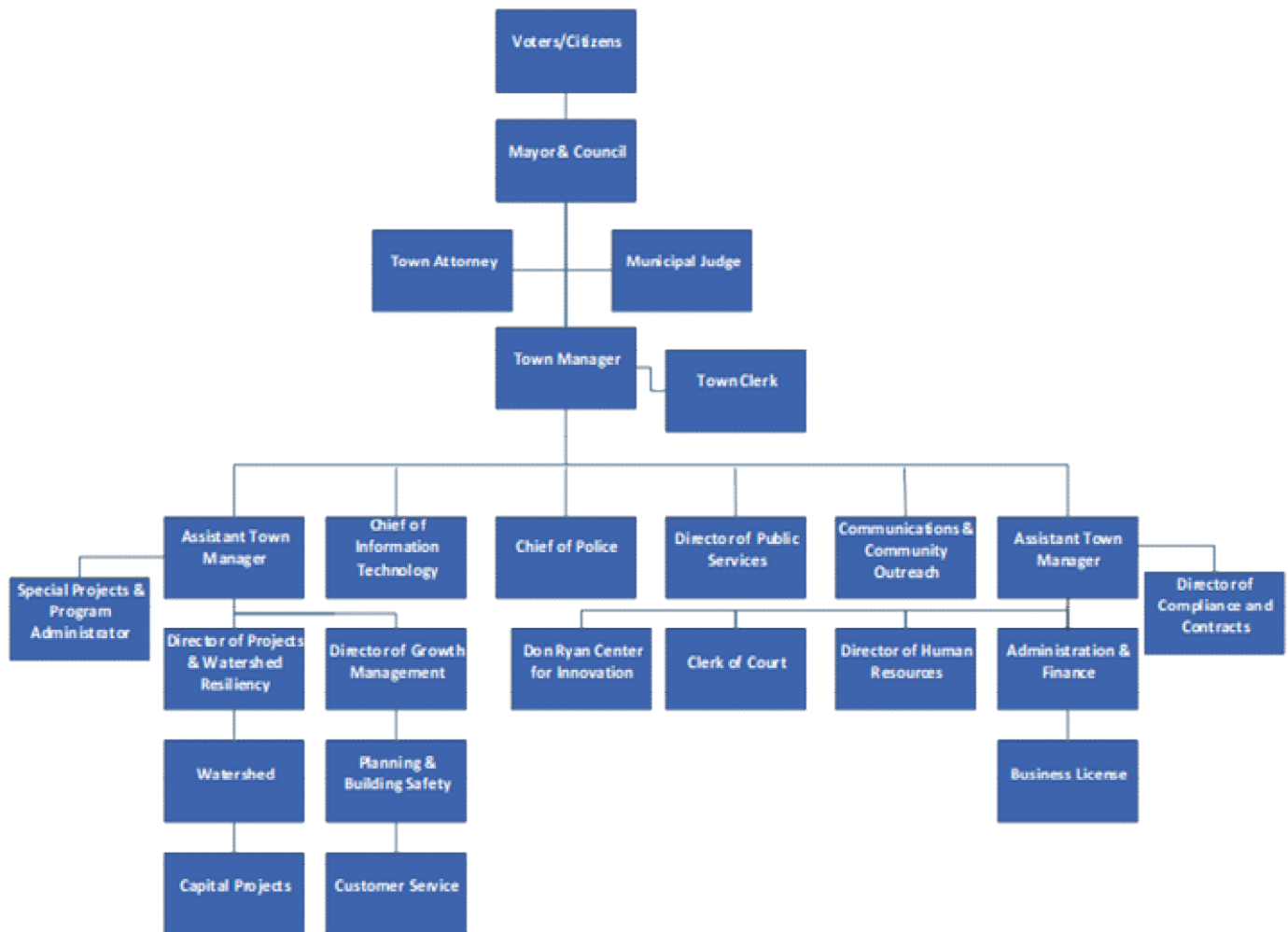
In FY 2020, the DRCI moved into a new space, “The Hub,” to serve as a catalyst for creativity, focus, and connection. More than just a place to work, this is a place to find community. Good things happen when people innovate together. The HUB at Buckwalter Place Commerce Park is the premier, knowledge-based center for innovation and economic development in Beaufort County. This groundbreaking facility is much more than a building, but an innovation in regional economic development offering:

- 1. Business Incubation
- 2. Business Retention
- 3. Business Expansion
- 4. Business Recruitment
- 5. Workforce & Entrepreneurism Partnerships

The DRCI Strategic Plan Initiatives for FY 2024

- 1. Entrepreneurism
- 2. Marketing Education and Outreach
- 3. Enhanced Alignment with Regional and State Economic Development Partners

# Organizational Chart



## Budget Highlights

The adopted budget, totaling \$77,814,253, keeps the Town healthy financially while still moving forward through program enhancements and a robust capital projects schedule with realistic revenue projections and an operating budget that advances key initiatives.

- ✓ Exceeds all essential levels of fund balance reserves for a healthy financial position
- ✓ Aa1 Bond Rating – Moody’s and AA+ Bond Rating – Standard and Poor's
- ✓ Capital Projects Diversified Throughout Bluffton Neighborhoods
- ✓ May River Watershed Action Plan and Municipal Separate Storm Sewer System (MS4) Program Implementation
- ✓ Supports existing Community Policing, Planning and Community Development, Economic Development, and Other Programs
- ✓ Includes 2% cost of living and 2% midyear merit increase for employees
- ✓ Supports staffing changes described on page 18
- ✓ Includes State Retirement and Health Benefit cost increases

The Council priority programs for FY2024 include Affordable Housing, through a committee formed in FY2020 and is funded in the amount of \$290,000 in the General Fund to assist income-qualified residents with minor home repairs, as well as property maintenance, to include abatement of unsafe structures, property clean-up and septic repair, and dangerous tree removal. In the Capital Improvement Project Fund, there is \$1,708,672 budgeted to assist in the development of workforce and/or affordable housing.

Other initiatives include funding for the Historic Preservation Program, enhanced employee programs that include both a cost of living and mid-year merit increases, health and wellness opportunities, community and civic outreach through increased events, and a robust police retention and recruitment program.

The adopted budget invests in civic space, Town facilities, and environmental initiatives. Nearly \$28.8 million of capital projects are in the FY2024 proposed budget. These projects include significant investment planned in public infrastructure in parks improvements with the largest at the New Riverside Barn Park through the 2022 TIF Bond. Additionally, multiple projects are planned with a focus on sewer and watershed protection.



**Estimated 2023 Beaufort County Tax Bill<sup>(1)</sup>  
for Average Bluffton Home Appraised Value**

Home Appraised Value	\$	299,700	\$	299,700
Resident Assessed Value		4%		6%

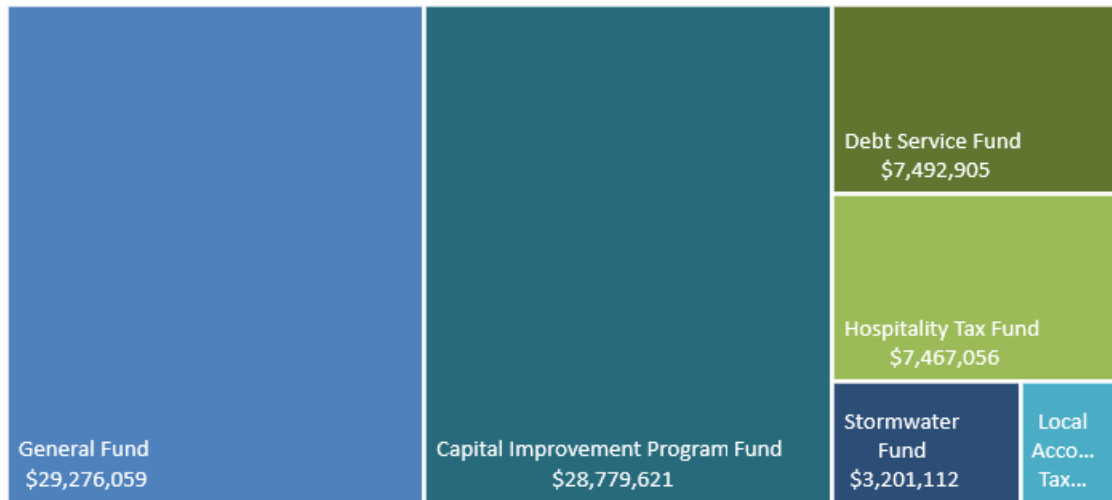
610 Town of Bluffton	Millage	Property Tax & Fees	Property Tax & Fees
County Operations	53.9	\$ 646.15	\$ 969.23
County Debt	5.6	67.13	100.70
County Purchase Prop	5.3	63.54	95.30
*School Operations	121.6	-	2,186.61
School Debt	36.3	435.16	652.75
Bluffton Fire District	25.7	308.09	462.14
Town of Bluffton Operations	36.8 <sup>(1)</sup>	441.16	661.74
Town of Bluffton Debt	1.7 <sup>(1)</sup>	20.38	30.57
Stormwater (SW) Municipal District Fee		115.00	115.00
Stormwater (SW) County Fee		24.67	24.67
Total	248.4	\$ 2,121.29	\$ 5,298.71

\*School Operations applicable to nonresidents and commercial taxpayers.

<sup>(1)</sup>Pending 2023 Reassessment Rollback Calculation

\$299,700 averaged appraised home value from FY 2022 PAFR statistic

**FY 2024 Proposed Consolidated Budget by Fund**



Fund	FY 2023 Revised Budget	FY 2024 Proposed Budget	% Change	% of Budget
General Fund	\$ 26,892,012	\$ 29,276,059	8.9%	37.6%
Hospitality Tax Fund	-	7,467,056	100.0%	9.6%
Local Accommodations Tax Fund	-	1,597,500	100.0%	2.1%
Stormwater Fund	2,863,979	3,201,112	11.8%	4.1%
Debt Service Fund	7,377,348	7,492,905	1.6%	9.6%
Capital Improvement Program Fund	36,176,311	28,779,621	-20.4%	37.0%
<b>Total Consolidated Budget</b>	<b>\$ 73,309,650</b>	<b>\$ 77,814,253</b>	<b>6.1%</b>	<b>100.0%</b>

**Fund Types**

**General Fund**

The Town’s primary operating fund and is used to account for all Town financial resources except those to be accounted for in another fund. Principal sources of revenue are property taxes and licenses and permit fees.

**Hospitality Tax Fund**

Accounts for the local hospitality taxes collected by the Town for use in tourism-related expenditures and related Capital Improvements Projects. The tax is equal to two percent (2%) on the gross sales of prepared meals and beverages.

**Local Accommodations Tax Fund**

Accounts for the local accommodation taxes collected by the Town for use in tourism-related expenditures and related Capital Improvements Projects. The tax is equal to three percent (3%) on the gross proceeds derived from the rental or charges for sleeping accommodations.

Fund Types (Continued)

**Stormwater Fund**

Accounts for and reports the financial resources of all stormwater-related expenditures including routine maintenance and capital projects. The primary source of revenue is stormwater utility fees and state and federal grants.

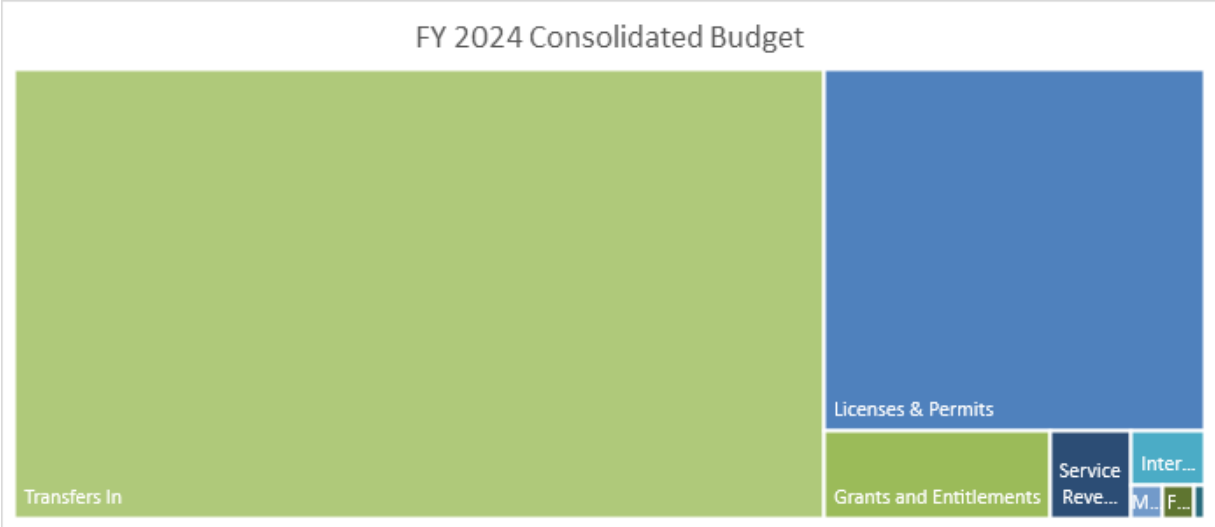
**Debt Service Fund**

Accounts for the accumulation of resources for the payment of interest and principal on general long-term debt obligations. The primary source of revenue is property tax and bond proceeds.

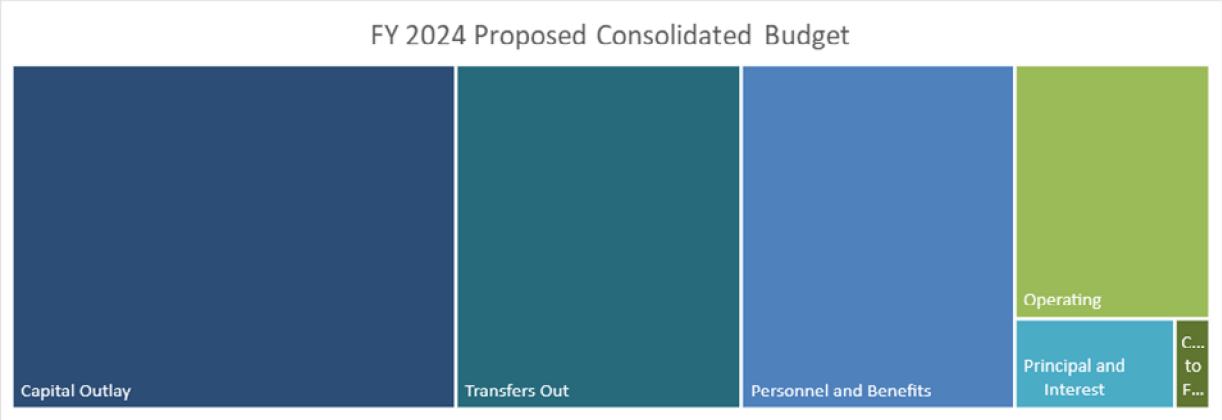
**Capital Improvements Program (CIP) Fund**

Accounts for and reports financial resources that are restricted, committed or assigned to expenditures for capital outlays including the acquisition or construction of capital facilities and other capital assets. In addition to funding with bond proceeds and intergovernmental revenue such as state and federal grants, hospitality tax fees fund tourism-related projects. Capital Projects are primarily non-recurring in nature. All capital categories require a cost threshold of greater than \$5,000 except for roads, buildings and computer software (recorded in general fund) with a threshold of greater than \$50,000.

Where Our Funding Comes From



	FY 2023		FY 2024		\$	%
	Revised	% of	Proposed	% of	Budget	Budget
Revenues	Budget	Budget	Budget	Budget	Change	Change
Property Taxes	\$ 10,832,684	14.8%	\$ 12,310,383	15.8%	\$ 1,477,699	13.6%
Local Hospitality & Accommodations Tax	-	0.0%	5,372,036	6.9%	5,372,036	100.0%
Licenses & Permits	15,003,499	20.4%	15,490,934	19.9%	487,435	3.2%
Grants and Entitlements	3,112,399	4.2%	2,239,292	2.9%	(873,107)	-28.1%
Intergovernmental	638,504	0.9%	444,099	0.6%	(194,405)	-30.4%
Service Revenues	967,459	1.3%	811,680	1.0%	(155,779)	-16.1%
Fines & Fees	115,000	0.2%	115,000	0.1%	-	0.0%
Interest Income	29,400	0.0%	42,900	0.1%	13,500	45.9%
Miscellaneous Revenues	120,000	0.2%	120,000	0.2%	-	0.0%
Sub-Total Revenues	30,818,945	42.0%	36,946,324	47.5%	6,127,379	19.9%
Other Financing Sources	10,551,884	14.4%	-	0.0%	(10,551,884)	-100.0%
Transfers In	31,938,821	43.6%	40,867,929	52.5%	8,929,108	28.0%
Sub-Total Other Financing Sources	42,490,705	58.0%	40,867,929	52.5%	(1,622,776)	-3.8%
Total Consolidated Revenues	\$ 73,309,650	100.0%	\$ 77,814,253	100.0%	\$ 4,504,603	6.1%

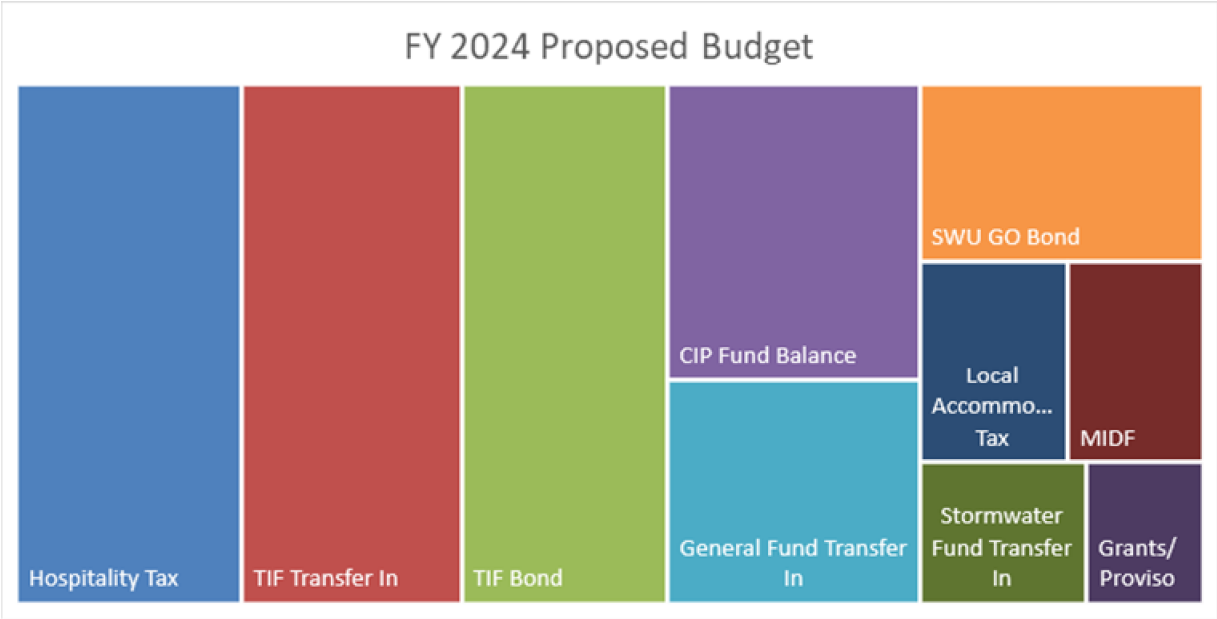


	FY 2023		FY 2024		\$	%
	Revised	% of	Proposed	% of	Budget	Budget
Expenditures	Budget	Budget	Budget	Budget	Change	Change
Personnel and Benefits	\$ 16,185,438	22.1%	\$ 17,740,036	22.8%	\$ 1,554,598	9.6%
Operating	9,316,062	12.7%	9,317,241	12.0%	1,179	0.0%
Principal and Interest	2,572,751	3.5%	2,753,411	3.5%	180,660	7.0%
Capital Outlay	350,602	0.5%	628,745	0.8%	278,143	79.3%
Stormwater and Sewer Projects	7,668,082	10.5%	7,622,698	9.8%	(45,384)	-0.6%
Economic Development Projects	3,487,279	4.7%	1,723,403	2.2%	(1,763,876)	-50.6%
Park Projects	6,131,998	8.4%	1,708,672	2.2%	(4,423,326)	-72.1%
Road Projects	2,513,789	3.4%	7,011,615	9.0%	4,497,826	178.9%
Land Acquisition	4,702,875	6.4%	3,327,940	4.3%	(1,374,935)	-29.2%
Housing Projects	1,708,672	2.3%	2,320,758	3.0%	612,086	35.8%
Information Technology Infrastructure Projects	362,956	0.5%	488,500	0.6%	125,544	34.6%
Facilities Projects	2,832,900	3.9%	3,998,175	5.1%	1,165,275	41.1%
<b>Sub-Total Expenditures</b>	<b>57,833,404</b>	<b>78.9%</b>	<b>58,641,194</b>	<b>75.3%</b>	<b>807,790</b>	<b>1.4%</b>
Bond Costs	73,200	0.1%	-	0.0%	(73,200)	-100.0%
Contribution to Fund Balance	7,018,025	9.6%	586,895	0.8%	(6,431,130)	-91.6%
Transfers Out	8,393,521	11.4%	18,586,164	23.9%	10,192,643	121.4%
<b>Sub-Total Other Financing Uses</b>	<b>15,484,746</b>	<b>21.1%</b>	<b>19,173,059</b>	<b>24.7%</b>	<b>3,688,313</b>	<b>23.8%</b>
<b>Total Consolidated Expenditures</b>	<b>\$ 73,318,150</b>	<b>100.0%</b>	<b>\$ 77,814,253</b>	<b>100.0%</b>	<b>\$ 4,496,103</b>	<b>6.1%</b>

Personnel by Department and Division	FY 2023 Budget		FY 2024 Budget		Change	
	Full Time	Part Time	Full Time	Part Time	Full Time	Part Time
Communications & Community Outreach	3	-	3	1	-	1
Economic Development (DRCI)	3	-	3	-	-	-
Executive Office	6	1	7	1	1	-
Finance & Administration	8	-	9	-	1	-
<b>Growth Management Department</b>						
Building Safety Division	8	-	8	-	-	-
Customer Service Division	3	1	4	-	1	(1)
Planning & Community Development Division	8	-	8	-	-	-
Human Resources	3	-	3	-	-	-
Information Technology	7	-	7	-	-	-
Municipal Court	3	-	2	2	(1)	2
<b>Police Department</b>						
Civilian Positions	9	10	8	10	(1)	-
Sworn Positions by Rank	60	-	60	-	-	-
<b>Projects &amp; Watershed Resilience Department</b>						
Project Management Division	7	-	7	1	-	1
Watershed Management Division (SWU Fund)	8	-	8	-	-	-
Public Services	13	-	13	-	-	-
<b>Total Personnel</b>	<b>149</b>	<b>12</b>	<b>150</b>	<b>15</b>	<b>1</b>	<b>3</b>

Position Changes:

- Communications & Community Outreach
  - Addition of parttime Administrative Assistant
  - Director of Compliance & Contracts
- Executive Office
  - Director of Emergency Management from Police to Executive
- Finance & Administration
  - Addition of fulltime Accountant to backfill Accounting Manager retirement
- Growth Management, Customer Service Division
  - Move parttime Receptionist to fulltime Customer Service Representative
- Municipal Court
  - Split fulltime Deputy Clerk of Court into two (2) parttime Court Assistant positions
- Police
  - Emergency Manager from Executive to Police
- Projects & Watershed Resilience, Project Management Division
  - Move contracted Property Acquisition Administrator to parttime position

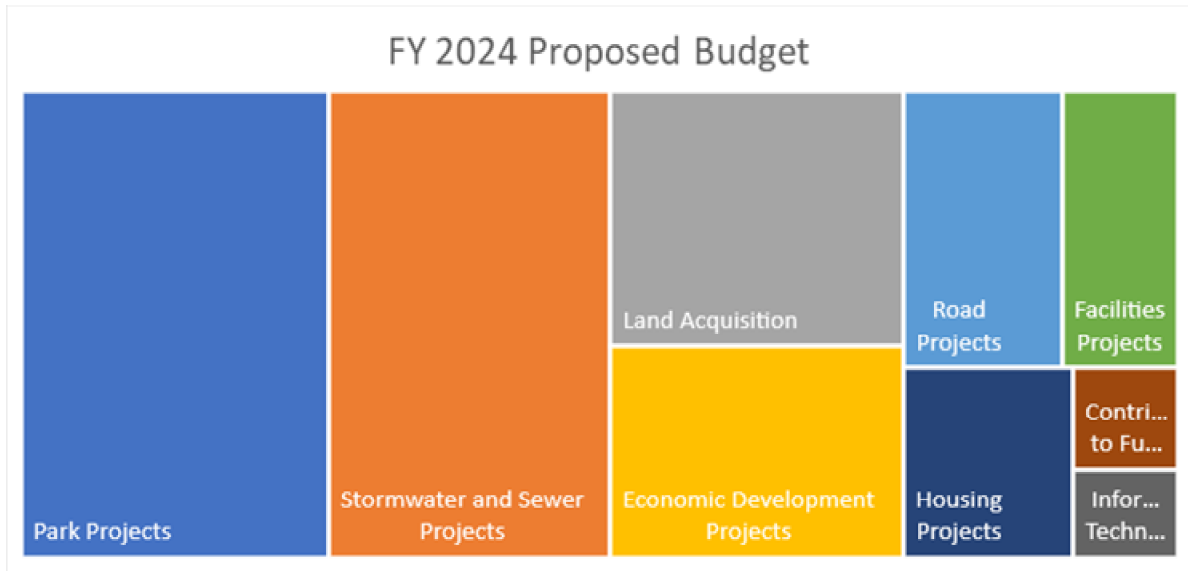


Funding Sources	FY 2024 Budget	% of Budget
Hospitality Tax	\$ 5,343,620	18.9%
TIF Transfer In	5,247,141	18.6%
TIF Bond	4,880,693	17.3%
CIP Fund Balance	3,428,489	12.2%
General Fund Transfer In	2,582,736	9.2%
SWU GO Bond	2,294,964	8.1%
Local Accommodations Tax	1,364,822	4.8%
MIDF	1,239,103	4.4%
Stormwater Fund Transfer In	1,071,100	3.8%
Grants/Proviso	749,093	2.7%
Total CIP Funding Sources	28,201,761	100.0%



## Capital Improvement Program (CIP) Fund (Cont.)

Section X. Item #1.



Project Expenditures	FY 2024 Budget	% of Budget
Park Projects	\$ 7,622,698	26.5%
Stormwater and Sewer Projects	7,011,615	24.3%
Land Acquisition	3,998,175	13.9%
Economic Development Projects	3,327,940	11.6%
Road Projects	2,320,758	8.1%
Facilities Projects	1,723,403	6.0%
Housing Projects	1,708,672	5.9%
Contribution to Fund Balance	577,860	2.0%
Information Technology Infrastructure Projects	488,500	1.7%
Total CIP Expenditures	<u>\$ 28,779,621</u>	<u>100.0%</u>

# Expenditure Budget by Fund

Town of Bluffton  
FY 2024 Proposed Budget

General Fund Budget	Salaries & Benefits	Operating	Capital Outlay	Debt	Total
Total General Fund Expenditures	\$ 16,951,539	\$ 8,605,342	\$ 628,745	\$ 507,697	\$ 26,693,323
Transfer to Capital Improvements Program Fund					2,582,736
Total General Fund Budget					\$ 29,276,059

Hospitality Tax Fund Budget	Salaries & Benefits	Operating	Capital Outlay	Debt	Total
Transfer to General Fund	\$ -	\$ -	\$ -	\$ -	\$ 2,123,436
Transfer to Capital Improvements Program Fund					5,343,620
Total Stormwater Fund Budget					\$ 7,467,056

Local Accommodations Tax Fund Budget	Salaries & Benefits	Operating	Capital Outlay	Debt	Total
Contribution to Fund Balance	\$ -	\$ -	\$ -	\$ -	\$ 9,035
Transfer to General Fund					223,643
Transfer to Capital Improvements Program Fund					1,364,822
Total Stormwater Fund Budget					\$ 1,597,500

Stormwater Fund Budget	Salaries & Benefits	Operating	Capital Outlay	Debt	Total
Watershed Management Expenditures	\$ 788,497	\$ 711,849	\$ -	\$ -	\$ 1,500,346
Transfer to General Fund					335,866
Transfer to Debt Service					293,800
Transfer to Capital Improvements Program Fund					1,071,100
Total Stormwater Fund Budget					\$ 3,201,112

Capital Improvements Program Fund Budget	Capital Outlay	Total
TIF Bond Contribution to Fund Balance	\$ 7,622,698	\$ 7,622,698
Stormwater and Sewer Projects	7,011,615	7,011,615
Economic Development Projects	3,327,940	3,327,940
Land Acquisition	3,998,175	3,998,175
Road Projects	2,320,758	2,320,758
Facilities Projects	1,723,403	1,723,403
Housing Projects	1,708,672	1,708,672
Contribution to Fund Balance	577,860	577,860
Information Technology Infrastructure Projects	488,500	488,500
Total Capital Improvements Program Fund Budget		\$ 28,779,621

Debt Service Fund Budget	Operating	Principal	Interest	Total
Series 2014 TIF Bond	\$ -	\$ 873,554	\$ 58,127	\$ 931,681
Series 2022 TIF Bond	-	316,599	324,334	640,933
Series 2020 GO Bond - LEC	-	245,000	134,300	379,300
Series 2020A GO Bond - SWU Projects	-	155,000	138,800	293,800
Miscellaneous Expenditures	50	-	-	50
Transfer to Capital Improvements Program Fund	-	-	-	5,247,141
Total Debt Service Fund Budget				\$ 7,492,905

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## Budget Summary by Fund

Governmental funds are used to account for all or most of a government’s general activities. The Town of Bluffton adopts a budget for six major funds: General Fund, Hospitality Tax Fund, Local Accommodations Tax Fund, Stormwater Fund, Capital Improvement Program (CIP) Fund, and the Debt Service Fund.

The General Fund is the Town’s primary operating fund and is used to account for all Town financial resources except those to be accounted for in another fund. Principal sources of revenue are property taxes and licenses and permit fees.

The Hospitality Tax Fund accounts for the local hospitality taxes collected by the Town for use in tourism-related expenditures and related Capital Projects. The source of revenue is equal to two percent (2%) on the gross sales of prepared meals and beverages.

The Local Accommodations Tax Fund accounts for the local accommodations taxes collected by the Town for use in tourism-related expenditures and related Capital Projects. The source of revenue is equal to three percent (3%) on the gross proceeds derived from the rental or charges for sleeping accommodations.

The Stormwater Fund accounts for and reports the financial resources of all stormwater-related expenditures including routine maintenance and capital projects. The primary source of revenue is stormwater utility fees and state and federal grants.

The Capital Improvements Program (CIP) Fund accounts for and reports financial resources that are restricted, committed, or assigned to expenditure for capital outlays including the acquisition or construction of capital facilities and other capital assets. In addition to funding with bond proceeds and intergovernmental revenue such as state and federal grants, hospitality tax fees fund tourism-related projects. Capital Projects are primarily non-recurring in nature. All capital categories require a unit cost greater than \$5,000 for all categories except roads, building (and computer software recorded in the general fund) whose threshold is \$50,000. Donated capital assets are recorded at estimated market value. The cost of normal maintenance and repairs that do not add to the value of the asset or materially extend the assets’ lives are not capitalized and are recorded within the general fund.

The Debt Service Fund accounts for the accumulation of resources for the payment of interest and principal on general long-term debt obligations. The primary source of revenue is property taxes.



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**AN ORDINANCE OF THE TOWN OF BLUFFTON  
ORDINANCE NO. 2023-  
FISCAL YEAR 2024 BUDGET**

**TO PROVIDE FOR THE LEVY OF TAX FOR THE TOWN OF BLUFFTON FOR THE FISCAL YEAR BEGINNING JULY 1, 2023 AND ENDING JUNE 30, 2024; TO PROVIDE FOR EXECUTION OF AND TO PUT INTO EFFECT THE CONSOLIDATED BUDGET; AND TO PROVIDE BUDGETARY CONTROL OF THE TOWN'S FISCAL AFFAIRS.**

**BE IT ORDERED AND ORDAINED BY THE MAYOR AND COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA:**

**SECTION 1. APPROPRIATION.**

Funds are hereby appropriated as shown in the Consolidated Budget, the documents attached hereto and incorporated for reference as Attachments A, B, C, D, E, F and G establishing a Consolidated Budget of \$77,814,253 consisting of the General Fund of \$29,276,059; the Hospitality Tax Fund of \$7,467,056; the Local Accommodations Tax Fund of \$1,597,500; the Stormwater Fund of \$3,201,112; the Capital Improvements Program Fund of \$28,779,621; and the Debt Service Fund of \$7,492,905.

**SECTION 2. ESTABLISHMENT OF PROPERTY TAX LEVY.**

A tax to cover the period from July 1, 2023, through June 30, 2024, inclusive, for the sums and in the manner hereinafter mentioned, is and shall be levied, collected, and paid into the Treasury of the Town of Bluffton for its uses at a rate of mills on assessed value of real estate and personal property of every description in the Town of Bluffton, except such property as is exempt from taxation under the United States Constitution and laws of the State of South Carolina. Said tax levy shall be collected by Beaufort County Treasurer and paid into the County Treasury for the credit of the Town of Bluffton for its corporate purposes a general fund levy of 36.8 mills and a debt service fund levy of 1.7 mills for at a total levy of 38.5 mills. However, Town Council reserves the right to modify these millage rates prior to property tax bill production for mailing to property owners.

**SECTION 3. ESTABLISHMENT OF A MASTER FEE SCHEDULE.**

A Master Fee Schedule listing all fees charged by the Town for Fiscal Year 2024 is included and incorporated for reference as Attachment H.

**SECTION 4. OUTSTANDING BALANCE APPROPRIATION AND ENCUMBRANCES.**

The unobligated balance remaining from the prior fiscal year hereby remains in the fund and will be available for Fiscal Year 2024 appropriations.

Fiscal Year 2023 encumbrances of the Fund Balance will be provided for through a subsequent amendment of this budget ordinance to increase the funds from previous years and increase the appropriated budget expenditures.

**SECTION 5. TRANSFER OF FUNDS AND AMENDMENTS.**

The Town Manager or his designee is authorized to transfer any sum from one budget line item to another or from one department or division to another provided that no such transfer be made from one fund to another fund, conflict with any existing Bond Ordinance, or conflict with any previously adopted policy of Council. Changes or amendments that alter the total expenditures of any fund must be approved by Council.

**SECTION 6. CONTRACTS.**

The Town Manager or his designee is authorized to execute contracts on behalf of the Town within budgeted amounts. Contract amounts greater than that budgeted shall be subject to Council approval. All contracts greater than \$100,000 shall be subject to Council approval.

**SECTION 7. RATE OF EXPENDITURES.**

The Town Manager shall control the rate of expenditures within the Consolidated Budget so as not to exceed the amount of funds on hand. Any proposed tax and/or revenue anticipation notes shall be subject to specific Council approval prior to issuance.

**SECTION 8. RESERVE FUNDS.**

The following Designated Reserve Funds are established and fully funded:

**Emergency Recovery Fund** – This reserve shall be funded at an amount equal to or greater than fifteen (15) percent of the current fiscal year consolidated expenditure budget. For Fiscal Year 2024, this amount is established at \$8,796,179.

**Capital Asset Reserve Fund** – This reserve shall be funded by 50% of the total annual depreciation expense up to a maximum of the most recent five years of depreciation. For Fiscal Year 2024, the estimated contribution is \$630,721.

**SECTION 9. COMPENSATION OF COUNCILMEMBERS**

The mayor and councilmembers shall receive an annual compensation increase. The mayor compensation remains at \$16,500 and councilmember compensation remains at \$11,000. The last increase in compensation was Fiscal Year 2014.

Pursuant to S.C. Code 1976, 5-7-170, this compensation change shall not go into effect until the commencement date of the terms of two or more members of town council elected at the next general election following the adoption of this section.

Participation in the retirement and health insurance plans remain the same.

**SECTION 10. SEVERABILITY.**

Should any section, phrase, sentence, or portion of this Ordinance be found invalid by a court or competent jurisdiction, such finding shall not invalidate the remaining portions of this Ordinance.

**SECTION 11. EFFECTIVE DATE.**

This Ordinance shall be effective on July 1, 2023.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF BLUFFTON ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023.**

\_\_\_\_\_  
Lisa Sulka, Mayor

ATTEST:

\_\_\_\_\_  
Kerry Guzman, Interim Town Clerk

Attachments:

- A. General Fund Budget
- B. Hospitality Tax Fun Budget
- C. Local Accommodations Tax Fund Budget
- D. Stormwater Fund Budget
- E. Capital Improvement Program Fund Budget
- F. Debt Service Fund Budget
- G. Consolidated Budget
- H. Master Fee Schedule

First Reading: May 9, 2023

Public Hearing and Second and Final Reading:





**Town of Bluffton  
General Fund Budget**

Attach

Section X. Item #1.

	<b>Revised FY 2023 Budget</b>	<b>Proposed FY 2024 Budget</b>	<b>\$ Budget Change</b>	<b>% of Budget Change</b>
<b>Revenues</b>				
Property Taxes	\$ 7,827,584	\$ 8,729,543	\$ 901,959	11.5%
Licenses & Permits				
Business Licenses	3,293,271	3,559,458	266,187	8.1%
Franchise Fees	3,070,509	3,125,454	54,945	1.8%
MASC Insurance Tax Collection	2,619,042	2,906,377	287,335	11.0%
MASC Telecommunications	58,000	50,000	(8,000)	-13.8%
Building Safety Permits	2,891,871	2,474,720	(417,151)	-14.4%
Application Fees	50,000	50,000	-	0.0%
Administrative Fees	44,000	-	(44,000)	-100.0%
Total Licenses & Permits	12,026,693	12,166,009	139,316	1.2%
Grants and Entitlements	1,650,474	1,539,292	(111,182)	-6.7%
Intergovernmental	638,504	444,099	(194,405)	-30.4%
Service Revenues	967,459	811,680	(155,779)	-16.1%
Fines & Fees	115,000	115,000	-	0.0%
Interest Income	25,000	25,000	-	0.0%
Miscellaneous Revenues	120,000	120,000	-	0.0%
Sub-Total Revenues	23,370,714	23,950,623	579,909	2.5%
Other Financing Sources	701,884	-	(701,884)	-100.0%
Transfers In				
Hospitality Tax	759,000	2,123,436	1,364,436	179.8%
Local Accommodations Tax	157,780	223,643	65,863	41.7%
State Accommodations Tax	82,535	76,507	(6,028)	-7.3%
Stormwater Fund	210,050	335,866	125,816	59.9%
General Fund Prior Year Fund Balance (PYFB)	446,843	1,622,217	1,175,374	263.0%
General Fund PYFB - ARPA	1,163,206	411,847	(751,359)	-64.6%
General Fund PYFB - Capital Asset Reserve	-	531,920	531,920	100.0%
Total Transfers In	2,819,414	5,325,436	2,506,022	88.9%
Total Other Financing Sources & Transfers In	3,521,298	5,325,436	1,804,138	51.2%
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 26,892,012</b>	<b>\$ 29,276,059</b>	<b>\$ 2,384,048</b>	<b>8.9%</b>
<b>Expenditures</b>				
Building Safety	\$ 915,994	\$ 1,057,127	\$ 141,133	15.4%
Communications & Community Outreach	551,210	621,005	69,795	12.7%
Customer Service	266,055	326,049	59,994	22.5%
Economic Development: DRCI	863,075	499,014	(364,061)	-42.2%
Executive	1,283,665	1,515,833	232,168	18.1%
Finance & Administration	1,007,076	1,145,940	138,864	13.8%
Human Resources	546,493	550,732	4,239	0.8%
Information Technology	1,786,555	2,033,633	247,078	13.8%
Municipal Judges	40,073	105,848	65,775	164.1%
Municipal Court	460,344	489,171	28,827	6.3%
Planning & Community Development	1,586,190	1,208,969	(377,220)	-23.8%
Police	8,771,763	10,405,012	1,633,249	18.6%
Project Management	955,600	1,068,426	112,826	11.8%
Public Services	2,183,392	2,191,962	8,570	0.4%
Town Council	174,065	197,035	22,970	13.2%
Townwide (Non-Departmental)	3,347,317	3,277,567	(69,750)	-2.1%
<b>Total Expenditures</b>	<b>24,738,867</b>	<b>26,693,323</b>	<b>1,954,457</b>	<b>7.9%</b>
Other Funding Uses				
Contribution to Fund Balance	120,000	-	(120,000)	-100.0%
Transfers Out to Capital Improvements Program Fund	2,033,145	2,582,736	549,591	27.0%
Total Transfers	2,153,145	2,582,736	429,591	20.0%
<b>Total Expenditures and Other Funding Uses</b>	<b>\$ 26,892,012</b>	<b>\$ 29,276,059</b>	<b>\$ 2,384,048</b>	<b>8.9%</b>



**Town of Bluffton  
Local Hospitality Tax Fund Budget  
Special Revenue**

Attach

Section X. Item #1.

	Revised FY 2023 Budget	Proposed FY 2024 Budget	\$ Budget Change	% Budget Change
<b>Revenues</b>				
<b>Taxes</b>	\$ -	\$ 3,778,036	\$ 3,778,036	100.0%
<b>Interest Income</b>		10,000	10,000	100.0%
<b>Sub-Total Revenues</b>	-	3,788,036	3,788,036	100.0%
<b>Other Financing Sources</b>	-	-	-	
<b>Transfers In</b>				
Prior Year Fund Balance	-	3,679,020	3,679,020	100.0%
<b>Total Other Financing Sources &amp; Transfers In</b>	-	3,679,020	3,679,020	100.0%
<b>Total Revenues and Other Financing Sources</b>	\$ -	\$ 7,467,056	\$ 7,467,056	100.0%
<b>Expenditures</b>				
<b>Other Funding Uses</b>				
Transfers Out to Capital Improvements Program Fund	\$ -	\$ 5,343,620	\$ 5,343,620	100.0%
Transfers Out to General Fund	-	2,123,436	2,123,436	100.0%
<b>Total Transfers</b>	-	7,467,056	7,467,056	100.0%
<b>Total Expenditures and Other Funding Uses</b>	\$ -	\$ 7,467,056	\$ 7,467,056	100.0%



**Town of Bluffton**  
**Local Accommodations Tax Fund Budget**  
**Special Revenue**

Attach

Section X. Item #1.

	Revised FY 2023 Budget	Proposed FY 2024 Budget	\$ Budget Change	% Budget Change
<b>Revenues</b>				
<b>Taxes</b>	\$ -	\$ 1,594,000	\$ 1,594,000	100.0%
<b>Interest Income</b>		3,500	\$ 3,500	100.0%
<b>Sub-Total Revenues</b>	-	1,597,500	1,597,500	100.0%
<b>Other Financing Sources</b>	-	-	-	
<b>Transfers In</b>				
Prior Year Fund Balance	-	-	-	
<b>Total Other Financing Sources &amp; Transfers In</b>	-	-	-	
<b>Total Revenues and Other Financing Sources</b>	\$ -	\$ 1,597,500	\$ 1,597,500	100.0%
<b>Expenditures</b>				
<b>Other Funding Uses</b>				
Contribution to Fund Balance	\$ -	\$ 9,035	\$ 9,035	100.0%
Transfers Out to Capital Improvements Program Fund	-	1,364,822	1,364,822	100.0%
Transfers Out to General Fund	-	223,643	223,643	100.0%
<b>Total Transfers</b>	-	1,597,500	1,597,500	100.0%
<b>Total Expenditures and Other Funding Uses</b>	\$ -	\$ 1,597,500	\$ 1,597,500	100.0%



**Town of Bluffton  
Stormwater Fund Budget**

Attach

Section X. Item #1.

	Revised FY 2023 Budget	Proposed FY 2024 Budget	\$ Budget Change	% Budget Change
<b>Revenues</b>				
<b>Stormwater Utility Fee</b>	\$ 2,030,246	\$ 2,067,705	\$ 37,459	1.8%
<b>Licenses &amp; Permits</b>				
NPDES Plan Review and Inspection Fees	365,000	513,500	148,500	40.7%
Total Licenses & Permits	365,000	513,500	148,500	40.7%
<b>Sub-Total Revenues</b>	2,395,246	2,581,205	185,959	7.8%
<b>Other Financing Sources</b>	-	-	-	
<b>Transfers In</b>				
Prior Year Fund Balance	468,733	619,907	151,174	32.3%
<b>Total Other Financing Sources &amp; Transfers In</b>	468,733	619,907	151,174	32.3%
<b>Total Revenues and Other Financing Sources</b>	<u>\$ 2,863,979</u>	<u>\$ 3,201,112</u>	<u>\$ 337,133</u>	<u>11.8%</u>
<b>Expenditures</b>				
Watershed Resiliency	\$ 1,432,721	\$ 1,500,346	\$ 67,625	4.7%
<b>Total Expenditures</b>	1,432,721	1,500,346	67,625	4.7%
<b>Other Funding Uses</b>				
Contribution to Fund Balance	203,465	-	(203,465)	-100.0%
Transfers Out to Capital Improvements Program Fund	721,443	1,071,100	349,657	48.5%
Transfers Out to General Fund	210,050	335,866	125,816	59.9%
Transfer to Debt Service	296,300	293,800	(2,500)	-0.8%
<b>Total Transfers</b>	1,431,258	1,700,766	269,508	18.8%
<b>Total Expenditures and Other Funding Uses</b>	<u>\$ 2,863,979</u>	<u>\$ 3,201,112</u>	<u>\$ 337,133</u>	<u>11.8%</u>



**Town of Bluffton  
Capital Improvements Project Fund**

	<b>Revised FY 2023 Budget</b>	<b>Proposed FY 2024 Budget</b>	<b>\$ Budget Change</b>	<b>% Budget Change</b>
<b>Revenues</b>				
<b>Licenses &amp; Permits</b>	\$ 219,690	\$ 377,860	\$ 158,170	72.0%
<b>Grants and Entitlements</b>	1,461,925	700,000	(761,925)	-52.1%
<b>Total Revenues</b>	1,681,615	1,077,860	(603,755)	-35.9%
<b>Other Financing Sources</b>	9,850,000	-	(9,850,000)	-100.0%
<b>Transfers In</b>				
Hospitality Tax	3,634,497	5,343,620	1,709,123	47.0%
Local Accommodations Tax	2,788,971	1,364,822	(1,424,149)	-51.1%
Stormwater Fund	721,443	1,071,100	349,657	48.5%
TIF	5,132,583	5,247,141	114,558	2.2%
General Fund	1,875,000	2,424,591	549,591	29.3%
General Fund-ARPA	158,145	158,145	-	100.0%
CIP Fund Balance	10,334,057	12,092,342	1,758,285	17.0%
<b>Total Other Financing Sources &amp; Transfers In</b>	34,494,696	27,701,761	(6,792,935)	-19.7%
<b>Total Revenues and Other Financing Sources</b>	<u>\$ 36,176,311</u>	<u>\$ 28,779,621</u>	<u>\$ (7,396,690)</u>	<u>-20.4%</u>
<b>Expenditures</b>				
Stormwater and Sewer Projects	\$ 7,668,082	\$ 7,622,698	\$ (45,384)	-0.6%
Economic Development Projects	3,487,279	1,723,403	(1,763,876)	-50.6%
Park Projects	6,131,998	1,708,672	(4,423,326)	-72.1%
Road Projects	2,513,789	7,011,615	4,497,826	178.9%
Land Acquisition	4,702,875	3,327,940	(1,374,935)	-29.2%
Housing Projects	1,708,672	2,320,758	612,086	35.8%
Information Technology Infrastructure Projects	362,956	488,500	125,544	34.6%
Facilities Projects	2,832,900	3,998,175	1,165,275	41.1%
<b>Total Project Expenditures</b>	29,408,551	28,201,761	(1,206,790)	-4.1%
<b>Other Funding Uses</b>				
Issuance of Bonds Expenditure	73,200	-	(73,200)	100.0%
Contribution to Fund Balance	6,694,560	577,860	(6,116,700)	100.0%
<b>Total Other Funding Uses</b>	6,767,760	577,860	(6,189,900)	-91.5%
<b>Total Expenditures and Other Funding Uses</b>	<u>\$ 36,176,311</u>	<u>\$ 28,779,621</u>	<u>\$ (7,396,690)</u>	<u>-20.4%</u>



**Town of Bluffton  
Debt Service Fund Budget**

Attachment Section X. Item #1.

	Revised FY 2023 Budget	Proposed FY 2024 Budget	\$ Budget Change	% Budget Change
<b>Revenues</b>				
<b>Property Taxes</b>				
Real & Personal Property Tax (TIF)	\$ 3,005,100	\$ 3,196,680	\$ 191,580	6.4%
GO Bond Debt Service Property Tax	-	384,160	384,160	100.0%
Total Property Tax	3,005,100	3,580,840	575,740	19.2%
<b>Licenses &amp; Permits</b>				
Municipal Improvement District Fee	361,870	365,860	3,990	1.1%
<b>Interest Income</b>	4,400	4,400	-	0.0%
<b>Sub-Total Revenues</b>	3,371,370	3,951,100	579,730	17.2%
<b>Transfers In</b>				
Stormwater Fund	296,300	293,800	(2,500)	-0.8%
Prior Year Fund Balance	3,709,678	3,248,005	(461,673)	-12.4%
<b>Total Other Financing Sources &amp; Transfers In</b>	4,005,978	3,541,805	(464,173)	-11.6%
<b>Total Revenues and Other Financing Sources</b>	\$ 7,377,348	\$ 7,492,905	\$ 115,557	1.6%
<b>Expenditures</b>				
<b>Series 2014 TIF Bonds Debt Service</b>				
Principal	\$ 851,304	\$ 873,554	\$ 22,250	2.6%
Interest	80,378	58,127	(22,251)	-27.7%
<b>Series 2022 TIF Bonds Debt Service</b>				
Principal	426,182	316,599	(109,583)	100.0%
Interest	214,751	324,334	109,583	100.0%
<b>Series 2020 GO Bonds Debt Service</b>				
Principal	230,000	245,000	15,000	6.5%
Interest	145,800	134,300	(11,500)	-7.9%
<b>Series 2020A GO Bonds Debt Service (Projects)</b>				
Principal	150,000	155,000	5,000	3.3%
Interest	146,300	138,800	(7,500)	-5.1%
<b>Miscellaneous</b>	50	50	-	0.0%
<b>Sub-Total Expenditures</b>	2,244,765	2,245,764	999	0.0%
<b>Other Funding Uses</b>				
Transfers Out to Capital Improvements Program Fund	5,132,583	5,247,141	114,558	2.2%
<b>Total Transfers</b>	5,132,583	5,247,141	114,558	2.2%
<b>Total Expenditures and Other Funding Uses</b>	\$ 7,377,348	\$ 7,492,905	\$ 115,557	1.6%



**Town of Bluffton  
Consolidated Budget**

	<b>Revised FY 2023 Budget</b>	<b>Proposed FY 2024 Budget</b>	<b>\$ Budget Change</b>	<b>% of Budget Change</b>
<b>Revenues</b>				
Property Taxes	\$ 10,832,684	\$ 12,310,383	\$ 1,477,699	13.6%
Local Hospitality & Accommodations Taxes	-	5,372,036	5,372,036	100.0%
Licenses & Permits	15,003,499	15,490,934	487,435	3.2%
Grants and Entitlements	3,112,399	2,239,292	(873,107)	-28.1%
Intergovernmental	638,504	444,099	(194,405)	-30.4%
Service Revenues	967,459	811,680	(155,779)	-16.1%
Fines & Fees	115,000	115,000	-	0.0%
Interest Income	29,400	42,900	13,500	45.9%
Miscellaneous Revenues	120,000	120,000	-	0.0%
Sub-Total Revenues	30,818,945	36,946,324	6,127,379	19.9%
Other Financing Sources	10,551,884	-	(10,551,884)	-100.0%
Transfers In	31,938,821	40,867,929	8,929,108	28.0%
Total Other Financing Sources & Transfers In	42,490,705	40,867,929	(1,622,776)	-3.8%
<b>Total Revenues and Other Financing Sources</b>	<b>\$ 73,309,650</b>	<b>\$ 77,814,253</b>	<b>\$ 4,504,603</b>	<b>6.1%</b>
<b>Expenditures</b>				
Building Safety	\$ 915,994	\$ 1,057,127	\$ 141,133	15.4%
Communications & Community Outreach	551,210	621,005	69,795	12.7%
Customer Service	266,055	326,049	59,994	22.5%
Economic Development	863,075	499,014	(364,061)	-42.2%
Executive	1,283,665	1,515,833	232,168	18.1%
Finance & Administration	1,007,076	1,145,940	138,864	13.8%
Human Resources	546,493	550,732	4,239	0.8%
Information Technology	1,786,555	2,033,633	247,078	13.8%
Municipal Judges	40,073	105,848	65,775	164.1%
Municipal Court	460,344	489,171	28,827	6.3%
Planning & Community Development	1,586,190	1,208,969	(377,220)	-23.8%
Police	8,771,763	10,405,012	1,633,249	18.6%
Project Management	955,600	1,068,426	112,826	11.8%
Public Services	2,183,392	2,191,962	8,570	0.4%
Town Council	174,065	197,035	22,970	13.2%
Townwide (Non-Departmental)	3,347,317	3,277,567	(69,750)	-2.1%
Watershed Management	1,432,721	1,500,346	67,625	4.7%
Capital Projects	29,408,551	28,201,761	(1,206,790)	-4.1%
Debt Service	2,244,765	2,245,764	999	0.0%
Sub-Total Expenditures	57,824,904	58,641,194	816,290	1.4%
Other Funding Uses				
Contribution to Fund Balance	7,018,025	586,895	(6,431,130)	-91.6%
Transfers Out	8,393,521	18,586,164	10,192,643	121.4%
GO Bond Expenditures	73,200	-	(73,200)	100.0%
Total Other Funding Uses & Transfers Out	15,484,746	19,173,059	3,688,313	23.8%
<b>Total Expenditures and Other Funding Uses</b>	<b>\$ 73,309,650</b>	<b>\$ 77,814,253</b>	<b>\$ 4,504,603</b>	<b>6.1%</b>



# Proposed Master Fee Schedule – FY2024

Effective: July 1, 2023  
Attachment

Section X. Item #1.

Section I	Miscellaneous Fees
Section II	Police Department Fees
Section III	Business License Fees
Section IV	Facility Rental Fees
Section V	IT/GIS Fees
Section VI	Growth Management Department Fees
Section VII	Storm Water Management Fees

## Proposed Master Fee Schedule – FY2024

### Section I – Miscellaneous Fees

Item/Description	Basis	Fee
<b>Printing, Reproduction, Documents</b>		
Black and White Photocopies (8.5" X 11" or smaller)	Per Page	\$ 0.20
Color Photocopies	Per Page	\$ 0.25
Photocopies Larger than 8.5" X 11"	Per Page	\$ 0.25
Photocopies Plotter/Large Format Copies of Plans	Per Page	\$ 6.00
CD Copy	Per Disc	\$ 5.00
Staff Time making copies (no less than a 30 minute charge)	Per Hour	\$ 25.00
<b>Election Fees</b>		
To Elect Council	Per Election	\$100.00
To Elect Mayor	Per Election	\$150.00
<b>Finance Fees</b>		
NSF Returned Check Fee	Per Check	\$ 30.00
<b>Old Town Business Directional Sign Fees</b>		
<b>Sign Production &amp; Installation</b>	Per Sign	At Cost

### Section II – Police Department Fees

Item/Description	Basis	Fee
<b>Police Services</b>		
Off-Duty Police Officer	Per Hour, Per Officer	<del>\$52.50</del> <b>\$60</b>
<b>Police Reports, Photocopies &amp; Records</b>		
Police Report Copy Fee (No fee for victim)	Per Report up to 3 pages plus per page	\$ 5.00 + .25 cents per page above 3
Accident Report	Per Report up to 3 pages plus per page	\$ 10.00 \$ .25
Police Photographs, Audio or Video Recordings	Per Fee plus actual costs	\$ 20.00
	CD/DVD	\$ 5.00
<b>Police Permits</b>		
Precious Metal Permit	Allowed by State Law	\$ 50.00

### Section III – Business License Fees

Item/Description	Basis	Fee
<b>Taxation Fees</b>		
Hospitality Tax Fees	Per <del>Quarter or Month</del> <b>Ordinance</b>	2% of Prepared Meals/ Beverages
Local Accommodation Tax Fees	Per <del>Quarter</del> <b>Ordinance</b>	3% of Gross Revenue for rentals <del>30</del> <b>90</b> days or less
Penalties – Business License, Hospitality Tax, and Accommodations Tax	Per Month	5% per month

## Proposed Master Fee Schedule – FY2024

## Section III – Business License Fees (continued)

Rate Class	Minimum Rate	Minimum Gross Receipt	Rate Per Thousand or Fraction Thereof Over Minimum Gross
1	\$ 50.00	\$ 2,000.00	\$ 1.00
2	\$ 50.00	\$ 2,000.00	\$ 1.15
3	\$ 50.00	\$ 2,000.00	\$ 1.30
4	\$ 50.00	\$ 2,000.00	\$ 1.45
5	\$ 50.00	\$ 2,000.00	\$ 1.60
6	\$ 50.00	\$ 2,000.00	\$ 1.75
7	\$ 50.00	\$ 2,000.00	\$ 1.90
8.1	\$ 50.00	\$ 2,000.00	\$ 1.00
8.2	See SC Code		
8.3	MASC Telecommunications		
8.4	MASC Insurance		
8.51	\$ 12.50 business license for operation of all machines (not on gross income)		PLUS \$12.50/machine
8.52	\$ 12.50 business license for operation of all machines (not on gross income)		PLUS \$180.00/machine
8.6	\$ 50.00 business license for operation of all tables (not on gross income)		PLUS \$5.00 or \$12.50/table
9.1 and above	\$ 50.00	\$ 2,000.00	\$ 1.00
Non Profit	N/A	N/A	N/A
<p align="center"><b><u>NON-RESIDENT RATES</u></b></p> <p><u>Unless otherwise specifically provided, all taxes and rates shall be doubled for nonresidents and itinerants having no fixed principal place of business within the municipality.</u></p>			

Item/Description	Basis	Fee
<b>Other Business License Fees</b>		
Annual Mobile Vending Fee	Paid Annually in addition to Business License Tax	\$400

## Proposed Master Fee Schedule – FY2024

### Section III – Business License Fees

#### Special Events

Item/Description	Basis	Fee
<b>Special Event Application Fee</b>	<ul style="list-style-type: none"> <li>• Per Application; or,</li> <li>• Per quarter if event is held more than twice a quarter</li> </ul>	\$ 50.00
<b>Special Event Permit Fee</b>	Paid by Special Event Sponsor	\$10.00
<b>Special Event Unlicensed Vendor Fee</b>	Per Unlicensed Vendor Paid by Sponsor	\$10.00

### Section IV – Facility Rental Fees

#### General

Item/Description	Basis	Fee
<b>Reservation Request (Non-Refundable)</b>	Per Facility	\$25.00
<b>Non-Resident Surcharge</b>	Percentage of Rental Fee	25%
<b>Bluffton Police Department Officer</b>	Per Hour	<del>\$52.50</del> <b>\$60</b>
<b>Lost Key</b>	Each	\$25.00
<b>Lost Pass Card</b>	Each	\$25.00
Additional Notes: <ul style="list-style-type: none"> <li>• The Town Manager or designee may waive any or all fees if it is deemed in the best interests of the Town.</li> <li>• Upon approval of a facility rental request, the Reservation Request fee shall be applied towards the applicable facility rental fees.</li> </ul>		

# Proposed Master Fee Schedule – FY2024

## Section IV – Facility Rental Fees (continued)

### Rotary Community Center

Item/Description	Basis	Fee
<b>Private Event Rental</b>		
Rental Fee (6 hour Reservation; 1 hour Setup, 4 hour Event, 1 hour Cleanup)	Per Event	\$400.00
Daily Rate	Per Day	\$500.00
Security Deposit	Per Event	\$150.00
Cleaning Fee	Per Event	<del>\$100.00</del> <b>\$130</b>
<b>Non-Profit Rental</b>		
Rental Fee (6 hour Reservation; 1 hour Setup, 4 hour Event, 1 hour Cleanup)	Per Event	\$200.00
Daily Rate	Per Day	\$300.00
Security Deposit	Per Event	\$150.00
Cleaning Fee	Per Event	<del>\$100.00</del> <b>\$130</b>
<b>Meeting Rental</b>		
Rental Fee	Per Hour	\$ 50.00
Cleaning	Per Event	<del>\$100.00</del> <b>\$130</b>
Additional Notes: <ul style="list-style-type: none"> <li>The Town Manager or designee may waive any or all fees if it is deemed in the best interests of the Town.</li> <li>All fees will be collected at the Customer Service Center at Town Hall.</li> <li>Security Deposit may be refunded provided the park, facilities, and equipment are clean and returned to the condition that existed prior to the rental.</li> <li>Meeting rental cleaning fees may be negotiated based on meeting type, length, use, and frequency.</li> <li>A full refund of the Rental Fee and Security Deposit will be granted with cancellation notice at least 48-hours prior to the scheduled rental start.</li> </ul>		

### Field of Dreams

Item/Description	Basis	Fee
4 Hour Access (6 hour Reservation; 1 hour Setup, 4 hour Event, 1 hour Cleanup)	Per Event	\$100.00
All Day Access	Per Day	\$150.00
Security Deposit	Per Event	\$150.00
Additional Notes: <ul style="list-style-type: none"> <li>The Town Manager or designee may waive any or all fees if it is deemed in the best interests of the Town.</li> <li>All fees will be collected at the Customer Service Center at Town Hall.</li> <li>Security Deposit may be refunded provided the park, facilities, and equipment are clean and returned to the condition that existed prior to the rental.</li> <li>A full refund of the Rental Fee and Security Deposit will be granted with cancellation notice at least 48-hours prior to the scheduled rental start or if an event is rained out and the part not utilized.</li> </ul>		



# Proposed Master Fee Schedule – FY2024

## Section IV – Facility Rental Fees (continued)

### Oyster Factory Park

Item/Description	Basis	Fee
<b>Reservation of Park East of Wharf Street</b>		
Rental Fee	Per Day	\$300.00
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	Per Event	\$150.00
Rental Fee – Non-Profit	Per Day	\$150.00
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	Per Event	\$75.00
Security Deposit	Per Rental	\$100.00
<b>Reservation of Park West of Wharf Street</b>		
Rental Fee	Per Day	\$100.00
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	Per Event	\$50.00
Rental Fee – Non-Profit	Per Day	\$50.00
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	Per Event	\$25.00
Security Deposit	Per Rental	\$100.00
Additional Notes:		
<ul style="list-style-type: none"> <li>The Town Manager or designee may waive any or all of the fees if it is deemed in the best interests of the Town of Bluffton.</li> <li>All fees will be collected at the Customer Service Center at Town Hall.</li> <li>Security Deposit may be refunded provided the park, facilities, and equipment are clean and returned to the condition that existed prior to the rental.</li> <li>A full refund of the Rental Fee and Security Deposit will be granted with cancellation notice at least 48-hours prior to the scheduled rental start or if an event is rained out and the park not utilized.</li> </ul>		

### Wright Family Park

Item/Description	Basis	Fee
Rental Fee	Per Day	\$300.00
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	Per Event	\$150.00
Rental Fee – Non-Profit	Per Day	\$150.00
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	Per Event	\$75.00
Security Deposit	Per Rental	\$100.00
Additional Notes:		
<ul style="list-style-type: none"> <li>The Town Manager or designee may waive any or all of the fees if it is deemed in the best interests of the Town of Bluffton.</li> <li>All fees will be collected at the Customer Service Center at Town Hall.</li> <li>Security Deposit may be refunded provided the park, facilities, and equipment are clean and returned to the condition that existed prior to the rental.</li> <li>A full refund of the Rental Fee and Security Deposit will be granted with cancellation notice at least 48-hours prior to the scheduled rental start or if an event is rained out and the park not utilized.</li> </ul>		

## Proposed Master Fee Schedule – FY2024

## Section IV – Facility Rental Fees (continued)

## Martin Family Park and Public Park @ Buckwalter Place Commerce Park

Item/Description	Basis	Fee
4 Hour Access (6 hour Reservation; 1 hour set-up; 4 hour event; 1 hour Cleanup)	Per Event	\$100
All Day Access	Per Event	\$150
Security Deposit	Per Rental	\$150
<b><u>Buckwalter Place Commerce Park – Amphitheater Section (Park B) Includes green space, amphitheater, and building</u></b>		
<b>Rental Fee</b>	<b><u>Per Day</u></b>	<b><u>\$800.00</u></b>
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	<b><u>Per Event</u></b>	<b><u>\$700.00</u></b>
<b>Rental Fee – Non-Profit</b>		<b><u>\$400.00</u></b>
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	<b><u>Per Day</u></b>	<b><u>\$300.00</u></b>
	<b><u>Per Event</u></b>	<b><u>\$150.00</u></b>
<b><u>Security Deposit</u></b>	<b><u>Per Rental</u></b>	<b><u>\$130.00</u></b>
<b><u>Cleaning Fee</u></b>	<b><u>Per Rental</u></b>	
<b><u>Buckwalter Place Commerce Park – Amphitheater Section (Park B1) Includes green space only</u></b>		
<b>Rental Fee</b>	<b><u>Per Day</u></b>	<b><u>\$200.00</u></b>
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	<b><u>Per Event</u></b>	<b><u>\$ Fee Needed</u></b>
<b>Rental Fee – Non-Profit</b>	<b><u>Per Day</u></b>	<b><u>\$150.00</u></b>
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	<b><u>Per Event</u></b>	<b><u>\$100.00</u></b>
<b><u>Security Deposit</u></b>	<b><u>Per Rental</u></b>	<b><u>\$150.00</u></b>
<b><u>Buckwalter Place Commerce Park – Amphitheater Section (Park B2) Includes amphitheater and building only</u></b>		
<b>Rental Fee</b>	<b><u>Per Day</u></b>	<b><u>\$400.00</u></b>
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	<b><u>Per Event</u></b>	<b><u>\$ Fee Needed</u></b>
<b>Rental Fee – Non-Profit</b>	<b><u>Per Day</u></b>	<b><u>\$250.00</u></b>
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)	<b><u>Per Event</u></b>	<b><u>\$200.00</u></b>

# Proposed Master Fee Schedule – FY2024

<u>Security Deposit</u>	<u>Per Rental</u>	<u>\$150.00</u>
<u>Cleaning Fee</u>	<u>Per Rental</u>	<u>\$130.00</u>
<u>Buckwalter Place Commerce Park – Amphitheater and Bluffton Veterans Park Section</u>		
Rental Fee	<u>Per Day</u>	<u>\$1200.00</u>
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)		
Rental Fee – Non-Profit		
Less than Full Day (6 hour Reservation: 1 hour Setup, 4 hour Event, 1 hour Cleanup)		
<u>Security Deposit</u>	<u>Per Rental</u>	<u>\$150.00</u>
<u>Cleaning Fee</u>	<u>Per Rental</u>	<u>\$130.00</u>
Additional Notes: <ul style="list-style-type: none"> <li>The Town Manager or designee may waive any or all fees if it is deemed in the best interests of the Town.</li> <li>All fees will be collected at the Customer Service Center at Town Hall.</li> <li>Security Deposit may be refunded provided the park, facilities, and equipment are clean and returned to the condition that existed prior to the rental.</li> <li>A full refund of the Rental Fee and Security Deposit will be granted with cancellation notice at least 48-hours prior to the scheduled rental start or if an event is rained out and the part not utilized.</li> <li><b><u>See the attached Map of Buckwalter Place Commerce Park for the designation of park areas.</u></b></li> </ul>		

## Section V – IT/GIS Department Fees **RESERVED**

Item/Description	Basis	Fee
<b><del>GIS Mapping Services – Existing Maps</del></b>		
<del>11" X 17" (Tabloid Size) Printed and Trimmed</del>	<del>Per Map</del>	<del>\$ 10.00</del>
<del>34" X 44" (E-Size) Printed and Trimmed</del>	<del>Per Map</del>	<del>\$ 25.00</del>
<b><del>GIS Mapping Services – Custom Maps</del></b>		
<del>GIS Data Set Requests</del>	<del>Per Request</del>	<del>\$ 30.00</del>
<del>Anything up to Size 34" X 44" (E-Size) Printed and Trimmed</del>	<del>Per Hour</del>	<del>\$ 35.00</del>
<b><del>Bluffton Street and Address Atlas</del></b>		
<del>79 Double Sided 11" X 17" Bound Pages</del>	<del>Per Book</del>	<del>\$100.00</del>

# Proposed Master Fee Schedule – FY2024

Effective: July 1, 2023  
 Attach

Section X. Item #1.

## Section VI – Growth Management Fees

### Building Safety Fees

Item/Description	Basis (Value of Construction)	Fee
Applications – Calculated Fees		
New Structures Commercial and Residential	\$500 - \$2,000	\$ 35.00
	\$2,001 - \$3,000	\$ 38.50
	\$3,001 - \$50,000	\$38.50 + \$5.00 per \$1,000 or fraction thereof over \$1,000
	\$50,001 and above	\$273.50 + \$4.50 per \$1,000 or fraction thereof over \$50,000
Miscellaneous Construction Commercial and Residential	\$0 - \$1,000	\$ 35.00
	\$1,001 - \$2,000	\$ 70.00
	\$2,001 - \$3,000	\$ 77.00
	\$3,001 - \$50,000	\$77.00 + \$9.00 per \$1,000 or fraction thereof over \$3,000
Miscellaneous Construction Commercial	\$50,000 and above	\$500.00 + \$4.50 per \$1,000 or fraction thereof over \$50,000
Miscellaneous Construction Residential	\$50,000 and above	\$500.00 + \$4.00 per \$1,000 or fraction thereof over \$50,000
Multi-Family and Commercial Plans Check Fee	Each	75% of permit fee (non-refundable)
Residential Plans Check Fee	Each	50% of permit fee (non-refundable)

# Proposed Master Fee Schedule – FY2024

## Section VI – Growth Management Fees (continued)

### Building Safety Fees (continued)

Item/Description	Basis (Value of Construction)	Fee
<b>Application Fees</b>		
Construction Trailers	Each	<del>\$100.00</del> <b>\$75</b>
Demolition	Each	<del>\$ 50.00</del> <b>\$75</b>
Electrical < 200 amps	Each	<del>\$ 25.00</del> <b>\$75</b>
Electrical (pools/spas/water features)	Each	<del>\$ 25.00</del> <b>\$75</b>
HVAC Change Out (per unit, single family or multi-family residential)	Each	<del>\$ 50.00</del> <b>\$75</b>
<b><u>HVAC Change Out COMMERCIAL</u></b>	<b><u>Each</u></b>	<b><u>\$75</u></b>
Water Heater Change Out (per unit, single family or multi-family residential)	Each	<del>\$ 25.00</del> <b>\$75</b>
<b><u>Plumbing Permit</u></b>	<b><u>Each</u></b>	<b><u>\$75</u></b>
Manufactured Homes	Each	\$ 25.00
Moving a Structure	Each	\$100.00
Spa (portable)	Each	\$ 50.00
Swimming Pool or Spa Single Family	Each	\$100.00
Swimming Pool or Spa Commercial	Each	\$150.00
Irrigation Systems (per system)	Each	\$100.00
Tent or Air Supported Structure	Each	\$100.00
Water Feature (Fountains)	Each	\$100.00
First Re-inspection per each permit	Each	<del>\$ 50.00</del> <b>\$100</b>
Failure to obtain inspection approval	Each	<del>\$ 50.00</del> <b>\$100</b>
Subsequent re-inspections per each permit	Each	<del>\$100.00</del> <b>\$150</b>
Safety Inspection	Each	\$100.00
Residential Plan Remarking	Each	<del>\$ 50.00</del> <b>\$100</b>
<b><u>4<sup>th</sup> copy of Residential Plan at time of Remarking</u></b>	<b><u>Each</u></b>	<b><u>\$25</u></b>
Commercial Plan Remarking	Each	50% of plan check or \$200.00, whichever is less <del>\$200</del>
Construction Board of Adjustments and Appeals Application	Each	<del>\$ 75.00</del> <b>\$250</b>
Work without Applicable Permit	Each	Value of permit fee X <del>2</del> <b>3</b>
<b>Additional Notes:</b> <ul style="list-style-type: none"> <li>• Waiver of Fees. <ul style="list-style-type: none"> <li>○ Fees shall be waived for single family construction alterations to enlarge, alter, repair, remodel or add additions to existing structures when the value of said alteration is less than one thousand dollars (\$1,000.00). A permit is required. Mechanical work is not subject to this waiver.</li> <li>○ Fees of less than two hundred dollars (\$200.00) for repair or renovation of single-family structures when the work to be performed is sponsored by a 501(C)(3) organization shall be waived upon submission of a letter to the building official verifying the sponsorship of the work to be performed.</li> <li>○ <b><u>Fees shall be waived for all permits associated with the Neighborhood Assistance Program and Affordable Housing Public Private Partnerships.</u></b></li> <li>○ The Town Council may waive any or all fees if it is deemed in the best interests of the Town.</li> </ul> </li> </ul>		



# Proposed Master Fee Schedule – FY2024

## Section VI – Growth Management Fees (continued)

### Building Safety Fees (Additional Notes continued)

- Plan checking fees.
  - When the value of construction for multi-family or commercial structures exceeds one thousand dollars (\$1,000.00) and a plan is required to be submitted, a plan checking fee shall be paid to the building department at the time of plan submittal and specifications for checking. Said plan checking fee shall be equal to seventy-five (75) percent of the building or miscellaneous permit fee.
  - Residential (Single Family) Plan Check Fees are required for all permits that require a plans check regardless of the value of construction. Said plans checking fee shall be equal to fifty percent (50%) of the building or miscellaneous fee.
  - A fee of fifty dollars (\$50.00) shall be charged for all remarking/rechecking of single family plans. Commercial remarking/rechecking fee shall be one half (½) of the original plan checking fee or \$200.00 whichever is less.
- Residential HVAC change out permits do not include duct work.

Additional details regarding fees are contained in the Municipal Code of the Town of Bluffton, Chapter 5, Official Construction Code, Section 109.Fees.

### Planning and Environmental Applications and Permits

Item/Description	Basis	Application Fee
Addressing	Each	\$0.00
Annexation:		
100% Petition	Each	\$500.00
75% Petition	Each	\$650.00
25% Petition	Each	\$650.00
Appeal	Each	<u>Residential</u> \$250.00 <u>Commercial</u> \$500
Certificate of Appropriateness:		
Highway Corridor Overlay District	Each	<del>\$100.00</del> <u>\$500</u>
Amendment	Each	<del>\$50.00</del> <u>\$100</u>
Extension	Each	\$50.00
Historic District	Each	<del>\$100.00</del> <u>\$500</u>
Amendment	Each	<del>\$50.00</del> <u>\$100</u>
Extension	Each	\$50.00
Historic District – Demolition	Each	\$250.00
Certificate of Construction Compliance	Each	<del>\$50.00</del> <u>\$100</u>
Comprehensive Plan Amendment	Each	\$500.00
Designation of Contributing Structure	Each	\$250.00
Development Agreement:		
New	Each	\$2,000.00
Amendment	Each	\$2,000.00
Development Plan:		
Preliminary	Each	<del>\$500.00</del> <u>\$750</u>
Final	Each	\$1,000.00
Amendment	Each	\$750.00
Extension	Each	\$300.00
Development Surety	Each	\$100.00
Emergency Permitting	Each	\$0.00
HD Signage and Site Features	Each	<del>\$25.00</del> <u>\$50</u>
Exempt Plat	Each	<del>\$25.00</del> <u>\$50</u>

# Proposed Master Fee Schedule – FY2024

## Section VI – Growth Management Fees (continued)

### Planning and Environmental Sustainability Fees (continued)

Item/Description	Basis	Application Fee
Printed Copy:		
Annexation Policy & Procedure Manual	Each	\$25.00
Application Manual	Each	\$55.00
Stormwater Design Manual	Each	\$60.00
UDO	Each	\$95.00
PUD Concept Plan:		
New	Each	<del>\$500.00</del> <b>\$750</b>
Amendment	Each	\$250.00
PUD Master Plan:		
New	Each	<del>\$500.00</del> <b>\$750</b>
Amendment	Each	\$250.00
Extension	Each	\$250.00
Public Project	Each	\$0.00
Sign	Each	<del>\$25.00</del> <b>\$50</b>
Silviculture	Each	\$1,500.00
Special Exception	Each	<del>\$250.00</del> <b>\$500</b>
Street Naming	Each	\$0.00
Street Renaming	Each	\$250.00
Subdivision:		
General:		
New	Each	<del>\$100.00 + \$10.00/lot</del> <b>\$200 + 10.00/lot</b>
Amendment	Each	\$50.00 + \$10.00/lot
Extension	Each	\$50.00 + \$10.00/lot
Historic District:		
New	Each	\$100.00 + \$10.00/lot
Amendment	Each	\$50.00 + \$10.00/lot
Extension	Each	\$50.00 + \$10.00/lot
Transfer of Development Rights	Each	\$1,000.00
Tree Removal	Each	<del>\$25.00</del> <b>\$75</b>
UDO Text Amendment	Each	<del>\$500.00</del> <b>\$750</b>
Variance	Each	<b>Residential \$250.00</b> <b>Commercial \$500</b>
Zoning Map Amendment	Each	<del>\$500.00</del> <b>\$750</b>
Zoning Permit	Each	<del>\$25.00</del> <b>\$100</b>
<b><u>Zoning Verification Letter</u></b>	<b><u>Each</u></b>	<b><u>Basic \$25</u></b> <b><u>Advanced \$100</u></b>

#### Additional Notes:

- Town Council may waive any or all fees for applications if it is deemed in the best interests' of the Town.
- Applications requiring additional Public Hearings above and beyond the number specified in the Growth Management Application Table in the UDO Application Manual shall be subject to a \$200.00 fee per additional Public Hearing.
- In the event that a Feasibility Study for an Annexation Application will need to be contracted out to a third party, the Application shall be responsible for the full cost of the Study.
- Building Permit and Business License Application Fees include the Zoning Permit Application Fee therefore, no additional fee is necessary.

## Proposed Master Fee Schedule – FY2024

## Section VI – Growth Management Fees (continued)

## Developmental Agreement Fees

Item/Description	Basis	Fee
<b>Bluffton Village</b> Commercial, Retail, and Multi-Family Space Individual Dwelling Units Dependency Units Boat Ramp Fee (per dwelling units)	Each	Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement \$25.00
<b>Buckwalter</b> Single Family Residential (SFR) Affordable Housing SFR < 2,000 sq. ft. SFR > 2,000 sq. ft. to 3,000 sq. ft. SFR > 3,000 sq. ft. Multi-Family (MF) – 1 bedroom Multi-Family (MF) – 2 bedroom Multi-Family (MF) – 3 bedroom Commercial Development Municipal Improvement Development Fee – All Residential Units Within: Baynard Park, Hampton Lake, Resort Tract, Lawton Station, Northern Tract, Parkside, Rose Dhu Creek Phases II & III Boat Ramp Fee (per dwelling units)	Each          Each  Each	Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement \$900.00 \$25.00
<b>Jones Estate</b> Single Family Residential(SFR) Affordable Housing < \$124,000 SFR < 2,000 sq. ft. SFR > 2,000 sq. ft. to 3,000 sq. ft. SFR > 3,000 sq. ft. Multi-Family (MF) – 1 bedroom Multi-Family (MF) – 2 bedroom Multi-Family (MF) – 3 bedroom Commercial Development Municipal Improvement Development Fee – All Residential Units Within: Cypress Ridge Boat Ramp Fee (per dwelling units)	Each          Each Each	Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement \$900.00 \$25.00
<b>Schultz Tract, New Riverside, Palmetto Bluff</b> Single Family Residential (SFR) Multi Family Commercial Per Square Foot Municipal Improvement Development Fee – All Residential Units Within: New Riverside Boat Ramp Fee (per dwelling units)	Each   Each Each	Fee Per Development Agreement Fee Per Development Agreement Fee Per Development Agreement \$900.00 \$25.00

# Proposed Master Fee Schedule – FY2024

## Section VI – Growth Management Fees (continued)

### Developmental Agreement Fees (continued)

Item/Description	Basis	Fee
<b>Village at Verdier Plantation</b>		
Single Family Residential (SFR) < 1,800 sq. ft.		Fee Per Development Agreement
SFR 1,801 – 2,400 sq. ft.		Fee Per Development Agreement
SFR 2,401 – 3,000 sq. ft.		Fee Per Development Agreement
SFR > 3,000 sq. ft.		Fee Per Development Agreement
Multi-Family (MF) – 1 bedroom		Fee Per Development Agreement
Multi-Family (MF) – 2 bedroom		Fee Per Development Agreement
Multi-Family (MF) – 3 bedroom		Fee Per Development Agreement
Commercial Development		Fee Per Development Agreement
Boat Ramp Fee (per dwelling units)	Each	\$25.00
Additional Notes:		
<ul style="list-style-type: none"> <li>Town Council may waive any or all fees if it is deemed in the best interests of the Town.</li> </ul>		

## Section VII – Stormwater Management Fees

### Residential Land Uses

Residential Type	Factor	Fee
<b>Administrative Fee</b>		\$5.00
<b>Impervious Area Units (IA)</b>		\$85.00
Tier 1 – Single Family Unit ≤ 2,521 sq. ft.	0.50	
Tier 2 – Single Family Unit 2,522 to 7,265 sq. ft.	1.00	
Tier 3 – Single Family Unit ≥ 7,266 sq. ft.	1.50	
Mobile Homes	0.36	
Apartments	0.39	
Townhouses	0.60	
Condominiums	0.27	
Commercial (Impervious Area – IA; Square Feet – SF)	IA * 4,906 SF	
<b>Gross Area Charge (GA)</b>		\$25.00
First 2 acres	1.00	
For every acre above 2 acres and up to 10 acres	0.50	
For every acre above 10 acres and up to 100 acres	0.40	
For every acre above 100 acres	0.30	
<b>Town of Bluffton SWU</b>		\$115.00
<p>The formula is as follows:</p> <p>Calculation of Tier 1 Single Family Units on less than 2 acres:  <math>\\$85 * .5 = \\$42.50 + \\$25.00 + \\$5.00 = \\$72.50</math></p> <p>Calculation Example of Tier 3 Single Family Unit with GA of 7 acres:  <math>\\$127.50 + 25.00 + ((7-2) \times .5 \times 25 = 62.50) + 5.00 = \\$215.00</math></p> <p>Non-residential properties are charged the same rate as residential properties.            Vacant Land is charged various runoff rates based on parcel category and whether land is disturbed or undisturbed. Fees can vary from \$0.44 to \$21.79 per acre.</p>		

# Proposed Master Fee Schedule – FY2024

## Section VII – Stormwater Management Fees (continued)

### National Pollutant Discharge Elimination System (NPDES) Fees

Item/Description	Fee
<b>Stormwater Plan Review Fee</b>	
Residential <1 acre (not part of subdivision)	Exempt
Residential (single family or subdivision), Multi-family, or Non-residential per disturbed acre (round up to the next whole acre)	\$250.00 (\$5,000 max)
<b>Stormwater Plan Amendment/Resubmittal Fee</b>	
Residential <1 acre (not part of subdivision)	Exempt
Residential (single family or subdivision), Multi-family, or Non-residential per disturbed acre (round up to the next whole acre)	\$150.00 (\$2,500 max)

### National Pollutant Discharge Elimination System (NPDES) Inspection Fees

Item/Description	# of Acres	Fee
<b>Erosion Control Inspection &amp; Re-Inspection Fees</b>		
Residential <1 acre (not part of subdivision)		<del>\$25.00</del> <b>\$150</b> /inspection
Residential (single family or subdivision), Multi-family, or Non-residential per disturbed acre (round up to the next whole acre)	0.0-0.99 acres 1.0-5.0 acres 5.01-10 acres 10.01+ acres	\$150.00/inspection \$250.00/inspection \$350.00/inspection \$450.00/inspection
<b>Re-Inspection Resulting for Notice of Violation Fee</b>		<del>\$100</del> <b>\$150</b> /inspection
Residential <1 acre (not part of subdivision)		\$200 to remove Stop Work Order
		.
		<del>\$150.00</del> <b>\$200</b>
Residential (single family or subdivision), Multi-family, or Non-residential per disturbed acre (round up to the next whole acre)	0.0-0.99 acres 1.0-5.0 acres 5.01-10 acres 10.01+ acres	<del>\$250.00</del> <b>\$300</b> <del>\$350.00</del> <b>\$400</b> <del>\$450.00</del> <b>\$500</b> \$250 to remove Work Order
<b>Waiver Request</b>		Exempt
Residential <1 acre (not part of subdivision)		\$ 350.00
Residential (single family or subdivision), Multi-family, or Non-residential per disturbed acre (round up to the next whole acre)		
		<b>\$100</b>
<b><u>Notice of Termination (NOT) Review</u></b>		<b>\$50</b>
<b><u>Notice of Termination (NOT) Resubmittal Review</u></b>		<b>\$100</b>
<b><u>Notice of Termination (NOT) Residential Inspection</u></b>	<b><u>0.0-0.99 acres</u></b> <b><u>1.0-5.0 acres</u></b>	<b><u>\$150</u></b> <b><u>\$200</u></b>



# Proposed Master Fee Schedule – FY2024

Effective: July 1, 2023  
Attachment

Section X. Item #1.

<u>Notice of Termination (NOT) Residential Re-Inspection</u>	<u>5.01-10 acres</u>	<u>\$250</u>
	<u>10.01+ acres</u>	
		<u>\$50</u>
	<u>0.0-0.99 acres</u>	<u>\$100</u>
	<u>1.0-5.0 acres</u>	<u>\$150</u>
	<u>5.01-10 acres</u>	<u>\$200</u>
	<u>10.01+ acres</u>	

TOWN COUNCIL



STAFF REPORT  
Projects and Watershed Resilience Department

MEETING DATE:	May 9, 2023
PROJECT:	Approval to Authorize a Construction Contract to Jordan Construction of Hilton Head, Inc. for Phase 5 of the Buck Island/Simmons ville Sewer Extension Project (Fiscal Impact – \$2,412,559.70)
PROJECT MANAGER:	Kimberly Washok-Jones, Director of Projects and Watershed Resilience

**REQUEST:** Staff requests that Town Council authorize the Town Manager to execute a Contract (Attachment 2) with Jordan Construction of Hilton Head, Inc. to provide construction services for Phase 5 of the Buck Island/Simmons ville Sewer Extension Project in the amount of \$2,412,559.70. In addition, Staff requests a 20% contingency allowance to cover any unforeseen changes that may arise during construction.

The total contract amount is within the approved budget limits established with the Adopted Consolidated Municipal Budget for Fiscal Year (FY) 2023 and illustrated on the attached Data Sheet (Attachment 3).

**BACKGROUND:** The contract will include the construction of the remaining portion of the fifth phase of sewer within the Buck Island/Simmons ville Neighborhood. The project consists of approximately 3,826 linear feet of 8” sewer main, the abandonment of 33 septic tanks, and 1,054 linear feet of water main.

Staff solicited bids and received one response on the previously advertised due date of February 20, 2023. Due to the lack of multiple responses, Community Development Block Grant funding required that the project be reposted with a due date of April 17, 2023. Staff resolicited bids and received three responses listed below. Jordan Construction of Hilton Head, Inc. was determined to be lowest responsive and responsible bidder.

VENDOR NAME	BASE BID	ALTERNATE(S) ACCEPTED	TOTAL AMOUNT OF BASE BID WITH ALTERNATES
Jordan Construction of Hilton Head, Inc.	\$2,412,559.70	-	\$2,412,559.70
Morgan Contracting, Inc.	no bid	-	no bid
Potter Construction, LLC	no bid	-	no bid

**NEXT STEPS:**

- Execution of this Contract.

- Preconstruction meetings and coordination.
- Begin site development improvements.

**SUMMARY:** This project originated out of the BIS Neighborhood Plan adopted by Town Council in 2009, the 2019-2020 Strategic Plan, and the May River Watershed Action Plan. It is supportive of the following guiding principles of the Town:

- Infrastructure Guiding Principle #3. Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.
- May River & Surrounding Rivers and Watersheds Guiding Principle #1. Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.
- May River & Surrounding Rivers and Watersheds Guiding Principle #2. Seek collaboration and partnerships that project and improve the May, Okatie/Colleton and New Rivers and their watershed.

Consistent with these Guiding Principles, Staff is requesting Town Council to authorize the Town Manager to execute the proposed construction contract with Jordan Construction of Hilton Head, Inc. to install sewer and water infrastructure within the Buck Island/Simmonsville Neighborhood.

**ATTACHMENTS:**

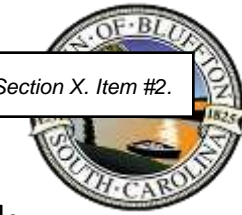
1. Presentation
2. Draft Contract
3. Project Data Sheet
4. Bid Evaluation Form
5. Recommended Motion



Approval to Authorize a Construction Contract to Jordan  
Construction of Hilton Head, Inc. for Phase 5 of the Buck  
Island/Simmons ville Sewer Extension Project  
  
(Fiscal Impact \$2,412,559.70)

Presentation to Town Council  
May 9, 2023  
Department of Projects & Watershed Resilience  
Kimberly Washok-Jones

# Background



This contract will include the construction of the remaining portion of the fifth phase of sewer within the Buck Island/Simmonsville Neighborhood. The project consists of approximately 3,826 linear feet of 8” sewer main, the abandonment of 33 septic tanks, and 1,054 linear feet of water main.

Staff solicited bids and received three responses on the advertised due date of April 17, 2023, two of which were "No Bids".

Jordan Construction of Hilton Head, Inc.'s Base Bid is within the available amount in the budget.

VENDOR NAME	BASE BID	ALTERNATE(S) ACCEPTED	TOTAL AMOUNT OF BASE BID WITH ALTERNATES
Jordan Construction of Hilton Head, Inc.	\$2,412,559.70	-	\$2,412,559.70
Morgan Contracting, Inc.	no bid	-	no bid
Potter Contruction, LLC	no bid	-	no bid



# Request



Staff requests that Town Council authorize the Town Manager to execute a Contract with Jordan Construction of Hilton Head, Inc. to provide construction services for Phase 5 of the Buck Island/Simmons ville Sewer Extension Project in the amount of \$2,412,559.70. In addition, Staff requests a 20% contingency allowance to cover any unforeseen changes that may arise during construction.

# Next Steps



- Following Town Council approval of the construction contract with Jordan Construction of Hilton Head, Inc., a meeting will be scheduled to discuss procurement of materials needed for construction, anticipated material delivery timeline and a construction schedule developed.
- Procurement of materials and construction of the project work will commence and be completed based upon the approved project schedule.



# ***QUESTIONS & DISCUSSION***

# *Proposed Motion*



“I move to **approve** authorizing the Town Manager to enter into an Agreement with Jordan Construction of Hilton Head, Inc. for Phase 5 of the Buck Island/Simmons ville Sewer Extension Project. The Agreement includes a commitment from the Town of Bluffton for \$2,412,559.70 and a 20% contingency to be paid from the appropriate Town Funds.”

**AGREEMENT  
BETWEEN OWNER AND CONTRACTOR  
FOR CONSTRUCTION CONTRACT (STIPULATED PRICE)**

THIS AGREEMENT is by and between Town of Bluffton (“Owner”) and  
Jordan Construction of Hilton Head, Inc. (“Contractor”).

Owner and Contractor hereby agree as follows:

**ARTICLE 1 – WORK**

- 1.01 Contractor shall complete all Work as specified or indicated in the Contract Documents. The Work is generally described as follows: cure work of water and sewer installation in the Buck Island-Simmons ville neighborhood, Bluffton, South Carolina.

**ARTICLE 2 – THE PROJECT**

- 2.01 The Project for which the Work under the Contract Documents may be the whole or only a part is generally described as follows: installation of 1,458 LF of 8" SDR sanitary sewer main; installation of 140 FL of 16" steel casing with 140LF of 8" SDR 26 sanitary sewer main; installation of 6 sanitary sewer manholes; installation of sanitary sewer laterals and connections from existing residences and businesses; installation of 334 LF of 6" water main with associated tees and valves; installation of 272 LF of 2" water main with associated tees and valves; installation of 2 fire hydrant assemblies; installation of water service stub outs and connections for existing residences; erosion control; repair and restoration of sidewalks, driveways, roadways and shoulders; surface rehabilitation.

**ARTICLE 3 – ENGINEER**

- 3.01 The Project has been designed by Cranston Engineering (Engineer), which is to act as Owner’s representative, assume all duties and responsibilities, and have the rights and authority assigned to Engineer in the Contract Documents in connection with the completion of the Work in accordance with the Contract Documents.

**ARTICLE 4 – CONTRACT TIMES**

- 4.01 *Time of the Essence*

- A. All time limits for Milestones, if any, Substantial Completion, and completion and readiness for final payment as stated in the Contract Documents are of the essence of the Contract.



4.02    *Dates for Substantial Completion and Final Payment*

- A. The Work will be substantially completed on or before TO BE DETERMINED AFTER DEPT OF COMMERCE REVIEW, and completed and ready for final payment in accordance with Paragraph 14.07 of the General Conditions on or before TBD.

4.02    *Liquidated Damages*

- A. Contractor and Owner recognize that time is of the essence as stated in Paragraph 4.01 above and that Owner will suffer financial loss if the Work is not completed within the times specified in Paragraph 4.02 above, plus any extensions thereof allowed in accordance with Article 12 of the General Conditions. The parties also recognize the delays, expense, and difficulties involved in proving in a legal or arbitration proceeding the actual loss suffered by Owner if the Work is not completed on time. Accordingly, instead of requiring any such proof, Owner and Contractor agree that as liquidated damages for delay (but not as a penalty), Contractor shall pay Owner \$500 for each day that expires after the time specified in Paragraph 4.02 above for Substantial Completion until the Work is substantially complete. After Substantial Completion, if Contractor shall neglect, refuse, or fail to complete the remaining Work within the Contract Time or any proper extension thereof granted by Owner, Contractor shall pay Owner \$500 for each day that expires after the time specified in Paragraph 4.02 above for completion and readiness for final payment until the Work is completed and ready for final payment.

**ARTICLE 5 – CONTRACT PRICE**

- 5.01    Owner shall pay Contractor for completion of the Work in accordance with the Contract Documents an amount in current funds equal to the sum of the amounts determined pursuant to Paragraphs 5.01.A, 5.01.B, and 5.01.C below:

- A. For all Work other than Unit Price Work, a lump sum of: \$           n/a

All specific cash allowances are included in the above price in accordance with Paragraph 11.02 of the General Conditions.

- B. For all Unit Price Work, an amount equal to the sum of the established unit price for each separately identified item of Unit Price Work times the actual quantity of that item:

<u>UNIT PRICE WORK</u>					
<u>Item No.</u>	<u>Description</u>	<u>Unit</u>	<u>Estimated Quantity</u>	<u>Bid Unit Price</u>	<u>Bid Price</u>

See attached pricing schedule

Total of all Bid Prices (Unit Price Work)	\$ <u>2,412,559.70</u>
---	------------------------

The Bid prices for Unit Price Work set forth as of the Effective Date of the Agreement are based on estimated quantities. As provided in Paragraph 11.03 of the General Conditions, estimated quantities are not guaranteed, and determinations of actual quantities and classifications are to be made by Engineer as provided in Paragraph 9.07 of the General Conditions.

C. For all Work, at the prices stated in Contractor's Bid, attached hereto as an exhibit.

## ARTICLE 6 – PAYMENT PROCEDURES

### 6.01 *Submittal and Processing of Payments*

A. Contractor shall submit Applications for Payment in accordance with Article 14 of the General Conditions. Applications for Payment will be processed by Engineer as provided in the General Conditions.

### 6.02 *Progress Payments; Retainage*

A. Owner shall make progress payments on account of the Contract Price on the basis of Contractor's Applications for Payment on or about the n/a day of each month during performance of the Work as provided in Paragraph 6.02.A.1 below. All such payments will be measured by the schedule of values established as provided in Paragraph 2.07.A of the General Conditions (and in the case of Unit Price Work based on the number of units completed) or, in the event there is no schedule of values, as provided in the General Requirements.

1. Prior to Substantial Completion, progress payments will be made in an amount equal to the percentage indicated below but, in each case, less the aggregate of payments previously made and less such amounts as Engineer may determine or Owner may withhold, including but not limited to liquidated damages, in accordance with Paragraph 14.02 of the General Conditions.

- a. 90 percent of Work completed (with the balance being retainage). If the Work has been 50 percent completed as determined by Engineer, and if the character and progress of the Work have been satisfactory to Owner and Engineer, then as long as the character and progress of the Work remain satisfactory to Owner and Engineer, there will be no additional retainage; and
- b. 10 percent of cost of materials and equipment not incorporated in the Work (with the balance being retainage).

B. Upon Substantial Completion, Owner shall pay an amount sufficient to increase total payments to Contractor to 100 percent of the Work completed, less such amounts as Engineer shall determine in accordance with Paragraph 14.02.B.5 of the General Conditions and less 200 percent of Engineer's estimate of the value of Work to be completed or corrected as shown on the tentative list of items to be completed or corrected attached to the certificate of Substantial Completion.

### 6.03 *Final Payment*

- A. Upon final completion and acceptance of the Work in accordance with Paragraph 14.07 of the General Conditions, Owner shall pay the remainder of the Contract Price as recommended by Engineer as provided in said Paragraph 14.07.

## **ARTICLE 7 – INTEREST**

- 7.01 All moneys not paid when due as provided in Article 14 of the General Conditions shall bear interest at the rate of 0 percent per annum.

## **ARTICLE 8 – CONTRACTOR'S REPRESENTATIONS**

- 8.01 In order to induce Owner to enter into this Agreement, Contractor makes the following representations:
  - A. Contractor has examined and carefully studied the Contract Documents and the other related data identified in the Bidding Documents.
  - B. Contractor has visited the Site and become familiar with and is satisfied as to the general, local, and Site conditions that may affect cost, progress, and performance of the Work.
  - C. Contractor is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
  - D. Contractor has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions relating to existing surface or subsurface structures at the Site (except Underground Facilities), if any, that have been identified in Paragraph SC-4.02 of the Supplementary Conditions as containing reliable "technical data," and (2) reports and drawings of Hazardous Environmental Conditions, if any, at the Site that have been identified in Paragraph SC-4.06 of the Supplementary Conditions as containing reliable "technical data."
  - E. Contractor has considered the information known to Contractor; information commonly known to contractors doing business in the locality of the Site; information and observations obtained from visits to the Site; the Contract Documents; and the Site-related reports and drawings identified in the Contract Documents, with respect to the effect of such information, observations, and documents on (1) the cost, progress, and performance of the Work; (2) the means, methods, techniques, sequences, and procedures of construction to be employed by Contractor, including any specific means, methods, techniques, sequences, and procedures of construction expressly required by the Contract Documents; and (3) Contractor's safety precautions and programs.
  - F. Based on the information and observations referred to in Paragraph 8.01.E above, Contractor does not consider that further examinations, investigations, explorations, tests, studies, or data are necessary for the performance of the Work at the Contract Price, within the Contract Times, and in accordance with the other terms and conditions of the Contract Documents.

- G. Contractor is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Contract Documents.
- H. Contractor has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Contractor has discovered in the Contract Documents, and the written resolution thereof by Engineer is acceptable to Contractor.
- I. The Contract Documents are generally sufficient to indicate and convey understanding of all terms and conditions for performance and furnishing of the Work.

## ARTICLE 9 – CONTRACT DOCUMENTS

### 9.01 *Contents*

- A. The Contract Documents consist of the following:
  - 1. This Agreement
  - 2. Performance bond
  - 3. Payment bond.
  - 4. EJCDC Standard General Conditions
  - 5. EJCDC Supplemental Conditions
  - 6. CDBG Contract Special Provisions
  - 7. EJCDC Standard Addendum to Agreement
  - 8. BJWSA Technical Specifications
  - 9. Specifications as listed in the table of contents of the Project Manual.
  - 10. Drawings
  - 11. Addenda (numbers 1 to 1, inclusive).
  - 12. Davis Bacon wage determination
  - 13. Exhibits to this Agreement (enumerated as follows):
    - a. Contractor's Bid
    - b. Documentation submitted by Contractor prior to Notice of Award
  - 14. The following which may be delivered or issued on or after the Effective Date of the Agreement and are not attached hereto:
    - a. Notice to Proceed

- b. Work Change Directives.
- c. Change Orders.
- B. The documents listed in Paragraph 9.01.A are attached to this Agreement (except as expressly noted otherwise above).
- C. There are no Contract Documents other than those listed above in this Article 9.
- D. The Contract Documents may only be amended, modified, or supplemented as provided in Paragraph 3.04 of the General Conditions.

## ARTICLE 10 – MISCELLANEOUS

### 10.01 *Terms*

- A. Terms used in this Agreement will have the meanings stated in the General Conditions and the Supplementary Conditions.

### 10.02 *Assignment of Contract*

- A. No assignment by a party hereto of any rights under or interests in the Contract will be binding on another party hereto without the written consent of the party sought to be bound; and, specifically but without limitation, moneys that may become due and moneys that are due may not be assigned without such consent (except to the extent that the effect of this restriction may be limited by law), and unless specifically stated to the contrary in any written consent to an assignment, no assignment will release or discharge the assignor from any duty or responsibility under the Contract Documents.

### 10.03 *Successors and Assigns*

- A. Owner and Contractor each binds itself, its partners, successors, assigns, and legal representatives to the other party hereto, its partners, successors, assigns, and legal representatives in respect to all covenants, agreements, and obligations contained in the Contract Documents.

### 10.04 *Severability*

- A. Any provision or part of the Contract Documents held to be void or unenforceable under any Law or Regulation shall be deemed stricken, and all remaining provisions shall continue to be valid and binding upon Owner and Contractor, who agree that the Contract Documents shall be reformed to replace such stricken provision or part thereof with a valid and enforceable provision that comes as close as possible to expressing the intention of the stricken provision.

### 10.05 *Contractor's Certifications*

- A. Contractor certifies that it has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for or in executing the Contract. For the purposes of this Paragraph 10.05:

1. “corrupt practice” means the offering, giving, receiving, or soliciting of any thing of value likely to influence the action of a public official in the bidding process or in the Contract execution;
2. “fraudulent practice” means an intentional misrepresentation of facts made (a) to influence the bidding process or the execution of the Contract to the detriment of Owner, (b) to establish Bid or Contract prices at artificial non-competitive levels, or (c) to deprive Owner of the benefits of free and open competition;
3. “collusive practice” means a scheme or arrangement between two or more Bidders, with or without the knowledge of Owner, a purpose of which is to establish Bid prices at artificial, non-competitive levels; and
4. “coercive practice” means harming or threatening to harm, directly or indirectly, persons or their property to influence their participation in the bidding process or affect the execution of the Contract.

#### 10.06 *Compliance*

A. Offerors, with regard to the work performed by it during the contract, will not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. Offerors will not participate directly or indirectly in the discrimination prohibited by Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 49 CFR part 21. This includes FHWA or FTA specific program requirement.

B. During the performance of this contract, the contractor, for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following non-discrimination statutes and authorities, including but not limited to:

- i. Title VI of the 1964 Civil Rights Act (42 U.S.C. 2§000 et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 CFR Part 21;
- ii. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. §4601) Prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects;
- iii. The Federal-aid Highway Act of 1973, (23 U.S.C. §324 et seq.), (prohibits discrimination on the basis of sex);
- iv. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 CFR Part 27;
- v. The Age Discrimination Act of 1975, as amended (42 U.S.C. §6101 et seq.), (prohibits discrimination on the basis of age);



- vi. Airport and Airway Improvement Act of 1982, (42 U.S.C. §47123), as amended, (prohibits discrimination on race, creed, color, national origin, or sex);
  - vii. The Civil Rights Restoration Act of 1987, (P.L. 100-209), (Broadened, the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, sub-recipients and contractors, whether such programs or activities are Federally funded or not);
  - viii. Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§12131-12189) as implemented by Department of Transportation regulations at 49 CFR Parts 37 and 38;
  - ix. The Federal Aviation Administration’s Non-discrimination statute (49 U.S.C. §47123) (prohibits discrimination on the basis of race, color, national origin, and sex);
  - x. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
  - xi. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP). To ensure compliance, recipients must take reasonable steps to ensure that LEP persons have meaningful access to programs (70 Fed. Reg. at 74087 to 74100);
  - xii. Title IX of the Education Amendment of 1972, as amended, which prohibits discrimination on the basis of sex in education programs or activities (20 U.S.C. 1681 et seq.).
- C. Offerors shall at all times comply with all applicable wage and hour acts, including but not limited to the Fair Labor Standards Act (FLSA) (29 U.S.C. 201 et seq); the Davis-Bacon Act (40 U.S.C. 3141 et seq.); McNamara-O’Hara Service Contract act (41 U.S.C. 351 et seq);
- D. Contract Work Hours and Safety Standards Act (40 U.S.C. 3701 et seq); Walsh-Healy Public Contracts Act (41 U.S.C. 35 et seq); Copeland Anti-Kickback Act (40 U.S.C 3145).
- E. Offerors shall at all times comply with the Occupational Safety and Health Act (OSH Act)(29 U.S.C. chapter 15) and the South Carolina OSHA-approved state plan, which covers most private sector workers and all state and local government workers.
- F. Offerors shall make best efforts to ensure that minority and disadvantaged businesses are offered a fair opportunity to fully participate in the overall procurement of subcontracted goods and services.

G. In accordance with 40 CFR 1505.2(c), parties to this Agreement must enact the below mitigation measures to reduce, avoid, or eliminate adverse environmental impacts and to avoid non-compliance with the above-listed authorities and factors. These measures/conditions must be incorporated into project contracts, development agreements, and other relevant documents:

To comply with the Historic Preservation, National Historic Preservation Act of 1966, including but not limited to Section 106 and Section 110; 36 CFR Part 800, contact the following authorities:

Catawba – the Catawba Indian Nation, THPO stated that the Catawba are to be notified if Native American artifacts and/or human remains are located during the ground disturbance phase of this project.

Muscogee – the Muscogee THPO letter dated 12/07/17 stated no concerns, however if any cultural material or human remains be encountered during any construction or demolition, the Muscogee request notification.

IN WITNESS WHEREOF, Owner and Contractor have signed this Agreement. Counterparts have been delivered to Owner and Contractor. All portions of the Contract Documents have been signed or have been identified by Owner and Contractor or on their behalf.

This Agreement will be effective on \_\_\_\_\_ (which is the Effective Date of the Agreement).

OWNER:

Town of Bluffton

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

Title: Town Manager

CONTRACTOR

Jordan Construction of Hilton Head, Inc.

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

Title: \_\_\_\_\_

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Address for giving notices:

20 Bridge Street

PO Box 386

Bluffton, SC 29910

Attest: \_\_\_\_\_

Title: \_\_\_\_\_

Address for giving notices:

P.O. Box 21747

\_\_\_\_\_

Hilton Head Island, SC 29925

License No.: CLG10710

BID FORM  
 PROJECT: BIS SEWER EXTENSION PHASE 5  
 LOCATION: BLUFFTON, SC  
 OWNER: TOWN OF BLUFFTON  
 PROJECT #: 2019-0389



# CRANSTON

DATE: 4/17/2023

CLEARING & EROSION CONTROL					
Item	Description	Quantity	Units	Unit Price	Total
1	Mobilization	1	LS	\$197,801.00	\$197,801.00
2	Construction Staking	1	LS	\$45,000.00	\$45,000.00
3	Demolition and Clearing (incidental items)	1	LS	\$60,000.00	\$60,000.00
4	Temporary Traffic Control	1	LS	\$120,000.00	\$120,000.00
5	Silt Fence	7,669	LF	\$2.30	\$17,638.70
6	Grassing/Mulching	7,250	SY	\$0.40	\$2,900.00
CLEARING & EROSION CONTROL, TOTAL					\$443,339.70

SITE WORK					
Item	Description	Quantity	Units	Unit Price	Total
1	Asphalt Driveway Repair	465	SY	\$95.00	\$44,175.00
2	Restore Earth Drive	860	SY	\$25.00	\$21,500.00
3	Remove and Replace Concrete Sidewalk	50	SY	\$95.00	\$4,750.00
SITE WORK, TOTAL					\$70,425.00

WATERLINE IMPROVEMENTS - GENERAL					
Item	Description	Quantity	Units	Unit Price	Total
1	Testing (All locations)	1	LS	\$85,000.00	\$85,000.00
WATERLINE IMPROVEMENT- GENERAL, TOTAL					\$85,000.00

SANITARY SEWER IMPROVEMENTS - GENERAL					
Item	Description	Quantity	Units	Unit Price	Total
1	Testing (All locations)	1	LS	\$65,000.00	\$65,000.00
SANITARY SEWER IMPROVEMENT- GENERAL, TOTAL					\$65,000.00

SANITARY SEWER IMPROVEMENTS - GIDEON					
Item	Description	Quantity	Units	Unit Price	Total
1	6" SDR 26 Sanitary Lateral	40	LF	70	\$2,800.00
2	6" Double Service (Corrective)	2	EA	2000	\$4,000.00
SANITARY SEWER IMPROVEMENT- GIDEON, TOTAL					\$6,800.00

WATERLINE IMPROVEMENTS - JAMES GADSON					
Item	Description	Quantity	Units	Unit Price	Total
1	Water Main (& Fitting) Removal	535	LF	\$35.00	\$18,725.00
2	Removal of Fire Hydrant Assembly (Incl. Pipes and fittings)	1	EA.	\$4,600.00	\$4,600.00
3	Replace 8" BJWSA Water Main with 8' CL350 DIP	18	LF	\$125.00	\$2,250.00
4	6" C900 Water Main	270	LF	\$110.00	\$29,700.00
5	6" CL350 DIP	10	LF	\$150.00	\$1,500.00
6	1" HDPE SDR 11 Lateral (Corrective)	25	LF	\$350.00	\$8,750.00
7	1" HDPE SDR 11 Lateral	20	LF	\$85.00	\$1,700.00
8	2" Gate Valve in Box w/ Marker	1	EA.	\$460.00	\$460.00
9	6" x 2" Tapped Plug	1	EA.	\$300.00	\$300.00
10	Fire Hydrant Assembly, Tee, Valve in Box, Horizontal, and Vertical Piping	1	EA.	\$9,200.00	\$9,200.00
11	Below Ground Blow-off and marker	1	EA.	\$2,900.00	\$2,900.00
12	2" x 1" Tapping Saddle	3	EA.	\$1,100.00	\$3,300.00
13	6" x 1" Tapping Saddle	2	EA.	\$1,550.00	\$3,100.00
14	10" x 1" Tapping Saddle	1	EA.	\$2,000.00	\$2,000.00
15	1" Corp Stop & Water Service	6	EA.	\$400.00	\$2,400.00
WATERLINE IMPROVEMENT - JAMES GADSON, TOTAL					\$90,885.00

SANITARY SEWER IMPROVEMENTS - JAMES GADSON					
Item	Description	Quantity	Units	Unit Price	Total
1	Pull and replace 8" sewer main in 18" steel casing	80	LF	\$670.00	\$53,600.00
2	Manhole rim adjustment	1	EA.	\$1,400.00	\$1,400.00
3	6" SDR 26 Sanitary Lateral	30	LF	\$65.00	\$1,950.00
4	4" SDR 26 Sanitary Lateral	20	LF	\$65.00	\$1,300.00



5	4" Single Sewer Service (Corrective)	1	EA.	\$2,100.00	\$2,100.00
6	6" Double Sewer Service (Corrective)	2	EA.	\$4,020.00	\$8,040.00
<b>SANITARY SEWER IMPROVEMENTS - JAMES GADSON, TOTAL</b>					<b>\$68,390.00</b>

<b>WATERLINE IMPROVEMENTS - LITTLE AARON</b>					
Item	Description	Quantity	Units	Unit Price	Total
1	Water Main (& Fitting) Removal	300	LF	\$30.00	\$9,000.00
2	Removal of Fire Hydrant Assembly (Incl. Pipes and fittings)	1	EA	\$4,600.00	\$4,600.00
3	Replacement of broken water meter box cover	1	EA	\$750.00	\$750.00
4	6" C900 Water Main	64	LF	\$110.00	\$7,040.00
5	4" C900 Water Main	172	LF	\$105.00	\$18,060.00
6	6" CL350 DIP	34	LF	\$150.00	\$5,100.00
7	1" HDPE SDR II	80	LF	\$60.00	\$4,800.00
8	4" Gate Valve in Box	1	EA	\$1,265.00	\$1,265.00
9	6" x 4" Reducer	1	EA	\$920.00	\$920.00
10	Fire Hydrant Assembly, Tee, Valve in Box, Horizontal, and Vertical Piping	1	EA	\$9,200.00	\$9,200.00
11	Blowoff Hydrant	1	EA	\$4,020.00	\$4,020.00
12	1" Corp Stop	4	EA	\$460.00	\$1,840.00
13	6" x 1" Tapping Saddle	2	EA	\$1,150.00	\$2,300.00
14	4" x 1" Tapping Saddle	2	EA	\$975.00	\$1,950.00
<b>WATERLINE IMPROVEMENT - LITTLE AARON, TOTAL</b>					<b>\$70,845.00</b>

<b>SANITARY SEWER IMPROVEMENTS - LITTLE AARON</b>					
Item	Description	Quantity	Units	Unit Price	Total
1	Sewer Main Removal	136	LF	\$60.00	\$8,160.00
2	Manhole (RH 13-57) Relocation	1	EA.	\$170.00	\$170.00
3	Manhole Rim Adjustment	1	EA.	\$575.00	\$575.00
4	8" SDR 26 Sewer Main	134	LF	\$185.00	\$24,790.00
5	6" SDR 26 Sanitary Lateral	95	LF	\$70.00	\$6,650.00
6	4" SDR 26 Sanitary Lateral	29	LF	\$65.00	\$1,885.00
7	4" Sewer Service	4	EA.	\$2,300.00	\$9,200.00
8	6" Double Sewer Service	3	EA.	\$6,200.00	\$18,600.00
9	Install 6-inch SDR 26 in 18- inch Steel Casing (Jack & bore)	81	LF	\$2,300.00	\$186,300.00
10	Install 4-inch SDR 26 in 18- inch Steel Casing (Jack & Bore)	85	LF	\$2,100.00	\$178,500.00
11	8"x6" Service Wye	1	EA.	\$460.00	\$460.00
12	8"x4" Service Wye	1	EA.	\$460.00	\$460.00
13	8" x 6" Tapping Saddle	2	EA.	\$3,800.00	\$7,600.00
14	8" x 4" Tapping Saddle	1	EA.	\$3,550.00	\$3,550.00
<b>SANITARY SEWER IMPROVEMENTS - LITTLE AARON, TOTAL</b>					<b>\$446,900.00</b>

<b>WATERLINE IMPROVEMENTS - SIMMONSVILLE ROAD (NEW MUSTANG)</b>					
Item	Description	Quantity	Units	Unit Price	Total
1	Replace 8" BJWSA Water Main with 8" CL350	18	LF	\$400.00	\$7,200.00
2	1" HDPE SDR11 (Installed by HDD)	47	LF	\$55.00	\$2,585.00
3	10"x1" Tapping sleeve	1	EA	\$1,520.00	\$1,520.00
4	1" Corp Stop	1	EA	\$370.00	\$370.00
<b>WATERLINE IMPROVEMENTS - SIMMONSVILLE ROAD (NEW MUSTANG), TOTAL</b>					<b>\$11,675.00</b>

<b>SANITARY SEWER IMPROVEMENTS - SIMMONSVILLE ROAD (NEW MUSTANG)</b>					
Item	Description	Quantity	Units	Unit Price	Total
1	Sewer Main Removal (Stubout)	80	LF	\$350.00	\$28,000.00
2	Repair of manhole troughs and inverts.	1	LS	\$1,150.00	\$1,150.00
3	Manhole Rim Adjustment	1	EA.	\$2,300.00	\$2,300.00
4	Standard Manhole	6	EA.	\$23,000.00	\$138,000.00
5	8" SDR 26 Sewer Main	1,300	LF	\$295.00	\$383,500.00
6	8" SDR 26 Sewer Main Installed in 16-in Steel Casing	94	LF	\$495.00	\$46,530.00
7	6" SDR 26 Sanitary Lateral	90	LF	\$65.00	\$5,850.00
8	6" Double Sanitary Service	3	EA.	\$3,000.00	\$9,000.00
9	6" Sanitary Service	4	EA.	\$575.00	\$2,300.00

10	8"x6" Service Wye	3	EA.	\$460.00	\$1,380.00
11	8"x6" Tapping Saddle	2	LF	\$3,330.00	\$6,660.00
12	Core Drill Manhole	2	EA.	\$17,300.00	\$34,600.00
<b>SANITARY SEWER IMPROVEMENTS - SIMMONSVILLE ROAD (NEW MUSTANG), TOTAL</b>					<b>\$659,270.00</b>

<b>BIS SEWER EXTENSION PHASE 5 - PROJECT TOTAL</b>	<b>\$2,018,529.70</b>
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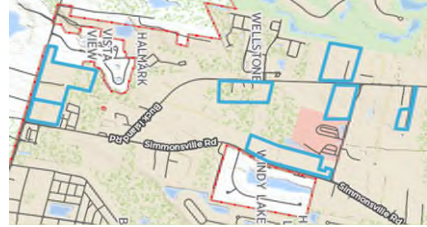
<b>SANITARY SEWER SERVICE CONNECTIONS TO BUILDINGS &amp; SEPTIC ABANDONMENT</b>					
Item	Description	Quantity	Units	Unit Price	Total
1	4" SDR 26 Sanitary Service Line to House or Structure	1,650	LF	\$65.00	\$107,250.00
2	Sanitary Service Connection at House or Structure	33	EA	\$2,000.00	\$66,000.00
3	Abandon Septic Tank	33	EA	\$4,600.00	\$151,800.00
4	Permanent Grassing	600	SY	\$0.40	\$240.00
<b>SANITARY SEWER SERVICE CONNECTIONS, TOTAL</b>					<b>\$325,290.00</b>

<b>WATER SERVICE CONNECTIONS TO BUILDINGS</b>					
Item	Description	Quantity	Units	Unit Price	Total
1	3/4" PVC Water Service Line to House or Structure	600	LF	\$80.00	\$48,000.00
2	Water Service Connection at House	12	EA	\$1,725.00	\$20,700.00
3	Permanent Grassing	100	SY	\$0.40	\$40.00
<b>WATER SERVICE CONNECTIONS, TOTAL</b>					<b>\$68,740.00</b>

<b>BIS SEWER EXTENSION PHASE 5 INCL. SEWER &amp; WATER SERVICE CONNECTIONS - PROJECT TOTAL</b>	<b>\$2,412,559.70</b>
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Engineer has no control over the cost of labor, materials, equipment, or Contractor's methods of determining prices. Thus the Engineer's opinion of probable construction costs provided herein are made on the basis of his experience and qualifications. These opinions represent his best judgment as a design professional familiar with the construction industry. Engineer does not guarantee that proposals, bids, or the construction cost will not vary from Engineer's Opinion of Probable Construction Costs.



Capital Improvements Program Project Data Sheet									
<b>Project Name</b>	Buck Island-Simmons ville Sanitary Sewer Phase 5					<b>Project #</b>	00044		
<b>Program Type</b>	Stormwater & Sewer	<b>Project Manager</b>	Mark Maxwell			<b>Start to End</b>	FY2015 - FY2024		
<b>Project Scope</b>					<b>Project Photo or Map</b>				
<p>This project includes the design and installation of sewer lines for the remaining portions of the Buck Island-Simmons ville Neighborhood that are currently un-served by public sewer. The BIS Phase 5 sewer project is the final phase of a collaborative effort with BJWSA and includes sewer service connections to all existing homes within the project area. This Phase consists of 3,826 linear feet of 8" sewer main, the abandonment of 33 septic tanks, and 1,054 linear feet of water main. This phase will serve +/- 33 homes in four locations within the Buck Island-Simmons ville neighborhood.</p>									
<b>Project Budget</b>									
	Prior Years' Expended	FY2023 Revised Budget	FY2023 Estimate	FY2024 Proposed Budget	FY2025 Forecast	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	81,073	-	-	-	-	-	-	-	81,073
Construction	1,381,610	902,205	1,969,110	600,000	-	-	-	-	3,950,720
Other	45,317	-	-	-	-	-	-	-	45,317
<b>Total</b>	<b>\$ 1,508,000</b>	<b>\$ 902,205</b>	<b>\$ 1,969,110</b>	<b>\$ 600,000</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 4,077,110</b>
<b>Project Funding Sources</b>									
	Prior Years' Expended	FY2023 Revised Budget	FY2023 Estimate	FY2024 Proposed Budget	FY2025 Forecast	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	Total Project Forecast
SWU Fees	\$ 781,845	\$ 23,900	\$ 23,900	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 805,745
MIDF	31,035	184,313	184,313	-	-	-	-	-	215,348
Grant - CDBG	532,817	96,321	96,321	-	-	-	-	-	629,138
Grant - Proviso	147,393	-	-	-	-	-	-	-	147,393
Alcohol Tax	14,910	-	-	-	-	-	-	-	14,910
SWU Bond	-	1,266,905	1,266,905	-	-	-	-	-	1,266,905
TIF	-	397,671	397,671	-	-	-	-	-	397,671
<b>Total</b>	<b>\$ 1,508,000</b>	<b>\$ 1,969,110</b>	<b>\$ 1,969,110</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 3,477,110</b>
<b>Strategic Focus Area &amp; Guiding Principle</b>					<b>Project Status</b>				
<p><b>Infrastructure</b>  <i>Guiding Principle #3 Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i>  <b>May River &amp; Surrounding Rivers and Watersheds</b>  <i>Guiding Principle #1 Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i>  <i>Guiding Principle #2 Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Construction of Phase 5 started in the fall of 2020 with construction completed in FY23. \$320,000 in CDBG funding was secured for the construction of the project, as well as a 319 grant that funded the abandonment of septic tanks within the May River Watershed.</p>				
<b>Project Origination</b>					<b>Project Performance Measures</b>				
<p>1) Buck Island-Simmons ville Neighborhood Plan, 2) FY 2019-2020 Strategic Plan, and 3) May River Watershed Action Plan.</p>					<p>Remove residences from septic and connect to public sanitary sewer.</p>				
<b>General Fund Operations &amp; Maintenance (O&amp;M) Costs</b>									
	Description	FY2024 Forecast	FY2025 Forecast	FY2026 Forecast	FY2027 Forecast	FY2028 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>		
<p><b>Method for Estimating Costs:</b> Construction cost estimates were based on current unit price information for nearby sewer projects and quantities based on the completed construction documents. O&amp;M costs are expected to be zero; as the system will be turned over to BJWSA.</p>									

TOWN OF BLUFFTON OPINION OF PROBABLE COST

Project: Buck Island- Simmonsville Phase S A-E

Project Number: 00044

Date: 12/19/2022

Project Manager: Mark Maxwell

A) Planning					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1				-	-
2				-	-
3				-	-
4				-	-
5				-	-
CONTINGENCY					-
SUB-TOTAL					-

B) Design					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1			LS	-	-
2			LS	-	-
3				-	-
4				-	-
5				-	-
CONTINGENCY					-
SUB-TOTAL					-

C) Construction					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1	Phase SA-D Construction (Remaining CBG Contract)	1	LS	671,870	671,870
2	Engineering CA & Inspections	1	LS	5,519	5,519
3	Materials Testing	1	LS	2,031	2,031
4	LCOG	1	LS	5,000	5,000
5	Additional funds for new contract	1	LS	217,785	217,785
6			LS	-	-
CONTINGENCY					-
SUB-TOTAL					902,205

D) Other					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1			EA	-	-
2			EA	-	-
3			LS	-	-
4			LS	-	-
5				-	-
6			LS	-	-
CONTINGENCY					-
SUB-TOTAL					-

CURRENT TOTAL				902,205
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PRIOR YEAR PROJECT TOTAL

CLARIFICATION NOTES FOR BUDGET INCREASE/DECREASE OF TOTAL PROJECT AMOUNT

Prior Years	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	Current and Future Years
TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-

TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
80,635	6,078	-	-	-	-	-	-	-
80,635	6,078	-	-	-	-	-	-	-

TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
-	-	692,965	-	671,870	-	-	-	-
-	-	-	-	5,519	-	-	-	-
-	-	-	-	2,031	-	-	-	-
-	-	-	-	5,000	-	-	-	-
-	-	-	-	217,785	-	-	-	-
97,549	276,444	128,133	-	-	-	-	-	-
97,549	276,444	821,098	-	902,205	-	-	-	902,205

TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
18,944	16,785	533	-	-	-	-	-	-
18,944	16,785	533	-	-	-	-	-	-


197,127	299,307	821,631	-	902,205	-	-	-	-	902,205
GRAND TOTAL		2,220,270	CURRENT TOTAL						

	Prior Years	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
P	-	-	-	-	-	-	-	-	-
D	80,635	6,078	-	-	-	-	-	-	-
C	97,549	276,444	821,098	-	902,205	-	-	-	-
O	18,944	16,785	533	-	-	-	-	-	-
TOTAL	197,127	299,307	821,631	-	902,205	-	-	-	-
GRAND TOTAL		2,220,270							

Funding Sources:	Prior Years' Expended	FY20	FY21	FY22	FY23	FY24	FY25
SWU Fees	150,861	52,773	590,831	-	-	-	-
Hospitality Tax	-	-	-	-	-	-	-
Potential CDBG Grant	-	-	320,000	-	-	-	-
TIF Debt Service	-	194,750	372,671	-	-	-	-
State Proviso 117.21	-	-	200,000	-	-	-	-
CIP Fund Balance MIDF	25,716	73,061	189,632	-	-	-	-
CIP Alcohol Tax	14,910	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
TOTAL	191,487	320,584	1,673,134	-	-	-	-

Year	P	D	C	O	Total
2,015		26,850	75,000	236	102,086
2,016		3,300	1,999		5,299
2,017		13,020		1,890	14,910
2,018		2,025	11,610	1,163	14,798
2,019		29,800	8,940	15,654	54,394
-		74,995	97,549	18,944	191,487

(275,526)

Capital Improvements Program Project Data Sheet									
Project Name	Buck Island-Simmons ville Sanitary Sewer Phase 5					Project #	00044		
Project Manager	Mark Maxwell					Start to End	FY 2015 - FY 2022		
Project Scope					Project Photo or Map				
<p>This project includes the design and installation of sewer lines for the remaining portions of the Buck Island-Simmons ville Neighborhood that are currently unserved by public sewer. The BIS Phase 5 sewer project is the final phase of a collaborative effort with BJWSA and will include sewer service connections to all existing homes within the project area. This Phase consists of 3,826 linear feet of 8" sewer main, the abandonment of 33 septic tanks, and 1,054 linear feet of water main. This phase will serve +/- 33 homes in four locations within the Buck Island-Simmons ville neighborhood.</p>									
Project Budget									
	Prior Years' Expended	FY2022 Revised Budget	FY2022 Estimate	FY2023 Proposed Budget	FY2024 Forecast	FY2025 Forecast	FY2026 Forecast	FY2027 Forecast	Total Project Forecast
Planning	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	81,073	-	-	-	-	-	-	-	81,073
Construction	1,355,151	704,110	684,420	1,284,690	-	-	-	-	3,324,261
Other	44,871	-	-	-	-	-	-	-	44,871
Total	\$ 1,481,095	\$ 704,110	\$ 684,420	\$ 1,284,690	\$ -	\$ -	\$ -	\$ -	\$ 3,450,205
Project Funding Sources									
	Prior Years' Expended	FY2022 Revised Budget	FY2022 Estimate	FY2023 Proposed Budget	FY2024 Forecast	FY2025 Forecast	FY2026 Forecast	FY2027 Forecast	Total Project Forecast
SWU Fees	\$ 754,940	\$ 50,805	\$ 50,805	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 805,745
MIDF	31,035	184,313	164,623	-	-	-	-	-	195,658
Grant - CDBG	532,817	96,321	96,321	-	-	-	-	-	629,138
Grant - Proviso	147,393	-	-	-	-	-	-	-	147,393
Alcohol Tax	14,910	-	-	-	-	-	-	-	14,910
SWU Bond	-	-	-	219,690	-	-	-	-	219,690
TIF	-	372,671	372,671	-	-	-	-	-	372,671
Total	\$ 1,481,095	\$ 704,110	\$ 684,420	\$ 219,690	\$ -	\$ -	\$ -	\$ -	\$ 2,385,205
Strategic Focus Area & Guiding Principle					Project Status				
<p><i>Infrastructure</i> <i>Guiding Principle #3 Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.</i> <i>May River &amp; Surrounding Rivers and Watersheds</i> <i>Guiding Principle #1 Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.</i> <i>Guiding Principle #2 Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.</i></p>					<p>Construction of Phase 5 started in the fall of 2020. Initial contractor was terminated and construction will resume in the Spring of 2023.. \$320,000 in CDBG funding has been secured for the construction of the project, as well as a 319 grant that will fund the abandonment of septic tanks within the May River Watershed.</p>				
Project Origination					Project Performance Measures				
1) Buck Island-Simmons ville Neighborhood Plan, 2) FY 2019-2020 Strategic Plan, and 3) May River Watershed Action Plan.					Remove residences from septic and connect to public sanitary sewer.				
General Fund Operations & Maintenance (O&M) Costs									
	Description	FY2023 Forecast	FY2024 Forecast	FY2025 Forecast	FY2026 Forecast	FY2027 Forecast	Total Forecast		
Operations		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
Maintenance		-	-	-	-	-	-		
Total		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -		
<b>Method for Estimating Costs:</b> Construction cost estimates are based on current unit price information for nearby sewer projects and quantities based on the completed construction documents. O&M costs are expected to be zero; as the system will be turned over to BJWSA.									

Estimate plus 20% 1,969,110  
Previous Const Estimate -904,110  
FY23 Shortfall 1,065,000

**FY23 PROJECT FINANCIAL SUMMARY**

**Project Name** BIS Sanitary Sewer Phase 5 A-E  
**CIP Project #** 00044  
**Project Manager** Mark Maxwell

B C D E

**CURRENT FISCAL YEAR SUMMARY**

<b>Expenditures</b>	Prior Years Expenditures	Original Budget	Revised Budget	YTD
Planning	-	-	-	-
Design	81,073	-	-	-
Construction	1,381,610	1,284,690	1,967,205	15,359
Other	45,317	-	-	-
<b>Total Expenditures</b>	<b>1,508,000</b>	<b>1,284,690</b>	<b>1,967,205</b>	<b>15,359</b>
<b>Funding</b>				
SWU Fees	781,845	-	23,900	-
MIDF	31,035	-	184,313	-
Grant - CDBG	532,817	-	-	-
Grant - Proviso	147,393	-	96,321	-
Alcohol Tax	14,910	-	-	-
SWU Bond	-	219,690	200,000	-
TIF Debt Service	-	-	397,671	-
<b>Total Funding</b>	<b>1,508,000</b>	<b>-</b>	<b>304,534</b>	<b>-</b>

**CURRENT FISCAL YEAR DETAIL**

<b>Vendor Information</b>	Prior Years Expenditures	Funding Code	MUNIS Contract/PO Amount	MUNIS YTD Expenditures
Accurate Reproductions	58			
Atlas Surveying	2,950			
BCSD	840			
Bernice Gadson	100			
BJWSA	82,320			2,400
Brightview	1,753			
CBG	692,965			
CBG	-			
CBG	-			
CBG	-			
CBG				
Chester Kinlaw	278			
Coastal Property	2,340			
Cranston Engineering	74,224		17,670	12,777
Cranston Engineering	1,440		320	
Cranston Engineering	9,515			
Cranston Engineering	1,836			

CYD-Hardeeville	399			
David Brosman	1,641			
David Brown	750			
Dominion	740			
FedEx	504			
Finger, Melnick & Brooks	13,661			
Firehouse Subs				29
GHD	371		1,660	
Gideon Brown	750			
Green-Frazier	4,223			
HH Landscapes	3,094			
Howard A Green	640			
Hussey, Gay, Bell & DeYoung	46,310			
Isiah Brown	554			
Janice Gardner	640			
Joe Louis Green	640			
Josephine Frazier	800			
LOCOG	27,730		12,500	
Logee & Pirtle	3,600			
Louis Brown	3,679			
Louis & Jeanette Aiken	620			
Louise Knight	278			
Lowtide Plumbing	7,810			
Lynette Brown	1,500			
Nathaniel & Gladys Pringle	4,900			
Old Republic Surety Group	492			
Pike Appraisal	500			
Potter Construction	337,285			
Robert Kitty	400			
Roger Kinlaw	278			
Sait Salinas and Elizabeth Najera	812			
Sandra Padilla	640			
SCDHEC	150			150
SC.Gov Fees				3
Sharon Ellis	640			
Shirley Faulcon	278			
Sign D Sign	390			
Sligh Environmental	3,200			
Taylors Quality Landscape	2,722			
Tony Adame	600			
The Greenery	1,999			
TV Testing and Rerounding	2,000			
Williams	9,057			
Woodrow Kinlaw	278			
Miscellaneous Vendors	77,191			
Retainage	72,635			
Available Budget				

Total Current Year Expenditures	1,508,000	-	32,150	15,359
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TOTAL CIP PROJECT FUNDING AND EXPENDITURES CURRENT TH				
Expenditures	Prior Years	Current Year Revised Budget	FY2024 Forecast	FY2025 Forecast
Planning	-	-	-	-
Design	81,073	-	-	-
Construction	1,381,610	1,967,205	-	-
Other	45,317	-	-	-
Total Expenditures	1,508,000	1,967,205	-	-
Funding				
SWU Fees	781,845	23,900	-	-
MIDF	31,035	184,313	-	-
Grant - CDBG	532,817	-	-	-
Grant - Proviso	147,393	96,321	-	-
Alcohol Tax	14,910	-	-	-
SWU Bond	-	200,000		
TIF Debt Service	-	397,671	-	-
Total Funding	1,508,000	902,205	-	-



<b>Project Status</b>	Close Out
<b>Updated as of</b>	4/17/2023

F		G
Encumbered	Outstanding Work Items	Budget Available/ (Short) (D-E+F+G)
-	-	-
-	-	-
19,373	-	1,932,473
-	1,932,473	(1,932,473)
<b>19,373</b>	<b>1,932,473</b>	-

-	-	23,900
-	-	184,313
-	-	-
-	-	96,321
-	-	304,534

<b>Code</b>
SWU
MIDF
CDBG
PROVISO
AT
BOND
TIF

Carry Forward Budget Amendment	Other
-	
-	
682,515	-
-	
<b>682,515</b>	<b>-</b>

23,900	
184,313	
-	
96,321	
-	
(19,690)	
397,671	
<b>682,515</b>	<b>-</b>

MUNIS Encumbered	Outstanding Work Items	Total Expenditures (E + F + G)
-		-
-		-
-		-
-		-
-		2,400
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
-		-
4,893		17,670
320		320
-		-
-		-

MUNIS Contract # / PO #
20230215
20230201

-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		29	C Pcard
1,660		1,660	C 20230166
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
12,500		12,500	C 2021-08
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
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-		-	
-		-	
-		-	
-		-	
-		-	
-		150	C Pcard
-		3	C Pcard
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
-		-	
	1,932,473	1,932,473	O

19,373	-	1,967,205
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RU FORECAST

FY2026 Forecast	FY2027 Forecast	Total Project
-	-	-
-	-	81,073
-	-	3,348,815
-	-	45,317
-	-	3,475,205

P  
D  
C  
O

-	-	805,745
-	-	215,348
-	-	532,817
-	-	243,714
-	-	14,910
-	-	397,671
-	-	2,210,205

Code
SWU
MIDF
CDBG
PROVISO
AT
BOND
TIF

Carry Forward Budget Amendment	Other
-	-
-	-
682,515	-
-	-
682,515	-

23,900	-
184,313	-
-	-
96,321	-
-	-
(19,690)	-
397,671	-
682,515	-

2/23/23 Updated expenditures to match Munis

Carry Forward Budget amendment is the difference between the Estimate prior year spending and







d the actual prior year spending

TOWN OF BLUFFTON OPINION OF PROBABLE COST

Project: Buck Island- Simmonsville Phase S A-E

Project Number: 00044

Date: 1/3/2022

Project Manager: Mark Maxwell

A) Planning					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1				-	-
SUB-TOTAL				-	-

B) Design					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1			LS	-	-
2			LS	-	-
3				-	-
4				-	-
5				-	-
CONTINGENCY				-	-
SUB-TOTAL				-	-

C) Construction					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1	Phase 5A-D Construction (Remaining CBG Contract)	1	LS	671,870	671,870
2	Engineering CA & Inspections	1	LS	5,519	5,519
3	Materials Testing	1	LS	2,031	2,031
4	LCOG	1	LS	5,000	5,000
5			LS	-	-
6			LS	-	-
CONTINGENCY				-	-
SUB-TOTAL				684,420	684,420

D) Other					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1			EA	-	-
1			EA	-	-
2			LS	-	-
3			LS	-	-
3				-	-
4			LS	-	-
CONTINGENCY				-	-
SUB-TOTAL				-	-
CURRENT TOTAL				684,420	684,420

PRIOR YEAR PROJECT TOTAL  
CLARIFICATION NOTES FOR BUDGET INCREASE/DECREASE OF TOTAL PROJECT AMOUNT

Prior Years	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27	Current and Future Years
TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-

TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
80,635	6,078	-	-	-	-	-	-	-	-
80,635	6,078	-	-	-	-	-	-	-	-

TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	
-	-	692,965	671,870	-	-	-	-	-	-
-	-	-	5,519	-	-	-	-	-	-
-	-	-	2,031	-	-	-	-	-	-
-	-	-	5,000	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
97,549	276,444	128,133	-	-	-	-	-	-	-
97,549	276,444	821,098	684,420	-	-	-	-	-	684,420

TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	TOTAL	
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-	-
18,944	16,785	533	-	-	-	-	-	-	-
18,944	16,785	533	-	-	-	-	-	-	-

197,127	299,307	821,631	684,420	-	-	-	-	-	684,420
GRAND TOTAL	2,002,486	1,673,134						CURRENT TOTAL	

	Prior Years	FY20	FY21	FY22	FY23	FY24	FY25	FY26	FY27
P	-	-	-	-	-	-	-	-	-
D	80,635	6,078	-	-	-	-	-	-	-
C	97,549	276,444	821,098	684,420	-	-	-	-	-
O	18,944	16,785	533	-	-	-	-	-	-
TOTAL	197,127	299,307	821,631	684,420	-	-	-	-	-
GRAND TOTAL		2,002,486							

Funding Sources:	Prior Years' Expended	FY20	FY21	FY22	FY23	FY24	FY25
SWU Fees	150,861	52,773	590,831	-	-	-	-
Hospitality Tax	-	-	-	-	-	-	-
Potential CDBG Grant	-	-	320,000	-	-	-	-
TIF Debt Service	-	194,750	372,671	-	-	-	-
State Proviso 117.21	-	-	200,000	-	-	-	-
CIP Fund Balance MIDF	25,716	73,061	189,632	-	-	-	-
CIP Alcohol Tax	14,910	-	-	-	-	-	-
CIP Fund Balance	-	-	-	-	-	-	-
TOTAL	191,487	320,584	1,673,134	-	-	-	-

FY2025 Forecast
-

Year	P	D	C	O	Total
2,015		26,850	75,000	236	102,086
2,016		3,300	1,999		5,299
2,017		13,020		1,890	14,910
2,018		2,025	11,610	1,163	14,798
2,019		29,800	8,940	15,654	54,394
-		74,995	97,549	18,944	191,487

(275,526)

**PROJECT**

00044

	<b>FY2023</b>	<b>FY2022</b>	<b>FY2021</b>	<b>FY2020</b>	<b>FY2019</b>	<b>FY2018</b>	<b>FY2017</b>	<b>FY2016</b>	<b>FY2015</b>	<b>FY2014</b>	<b>Totals</b>
<b>EXPENDITURES</b>											
Planning											-
Design				6,078	29,800	2,025	13,020	3,300	26,850		81,073
Construction		26,459	968,491	289,111	8,940	11,610	-	1,999	75,000		1,381,610
Other		446	533	25,395	15,654	1,163	1,890	-	236		45,317
Total	-	26,905	969,024	320,584	54,394	14,798	14,910	5,299	102,086	-	1,508,000
<b>FUNDING</b>											
SWU Fees		26,905	540,026	64,053	54,394	14,798			81,669		781,845
MIDF			5,319					5,299	20,417		31,035
Grant - CDBG			276,286	256,531							532,817
Grant - Proviso			147,393								147,393
Alcohol Tax			-				14,910				14,910
TIF Debt Service			-								-
SWU Bond			-								-
TBD			-								-
	-	26,905	969,024	320,584	54,394	14,798	14,910	5,299	102,086	-	

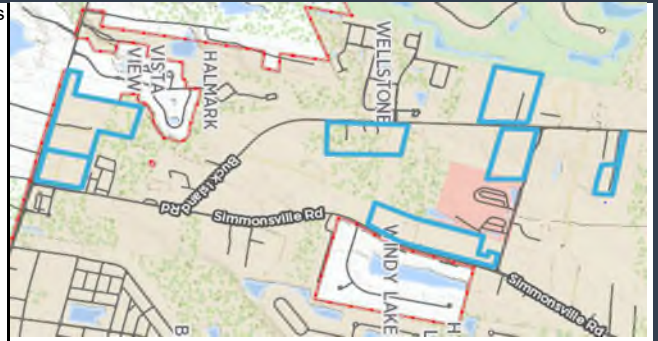
## Capital Improvements Program Fund Project Data Sheet

<b>Project Name</b>	Buck Island-Simmons ville Sanitary Sewer Phase 5	<b>Project #</b>	00044
<b>Project Manager</b>	Mark Maxwell	<b>Start to End</b>	FY 2015 - FY 2021

## Project Scope

## Project Photo or Map

This project includes the design and installation of sewer lines for the remaining portions of the Buck Island-Simmons ville Neighborhood that are currently un-served by public sewer. The BIS Phase 5 sewer project is the final phase of a collaborative effort with BJWSA and will include sewer service connections to all existing homes within the project area. This Phase consists of 3,826 linear feet of 8" sewer main, the abandonment of 33 septic tanks, and 1,054 linear feet of water main. This phase will serve +/- 33 homes in four locations within the Buck Island-Simmons ville neighborhood.



## Project Budget

	Prior Years' Expended	FY2021 Revised Budget	FY2021 Estimate	FY2022 Proposed Budget	FY2023 Forecast	FY2024 Forecast	FY2025 Forecast	FY2026 Forecast	Total Project Forecast
Planning	\$ -		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Design	1,049,564	-	-	-	-	-	-	-	1,049,564
Construction	386,660	-	-	704,110	-	-	-	-	1,090,770
Other	44,871	-	-	-	-	-	-	-	44,871
<b>Total</b>	<b>\$ 1,481,095</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 704,110</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,185,205</b>

## Project Funding Sources

	Prior Years' Expended	FY2021 Revised Budget	FY2021 Estimate	FY2022 Proposed Budget	FY2023 Forecast	FY2024 Forecast	FY2025 Forecast	FY2026 Forecast	Total Project Forecast
SWU Fees	\$ 203,634	\$ 590,831	\$ 590,831						\$ 794,465
CDBG Grant	-	320,000	320,000						320,000
TIF Debt Service	194,750	372,671	372,671						567,421
State Proviso 117.21	-	200,000	200,000						200,000
CIP MIDF	98,777	189,632	189,632						288,409
CIP Alcohol Tax	14,910	-	-						14,910
<b>Total</b>	<b>\$ 512,071</b>	<b>\$ 1,673,134</b>	<b>\$ 1,673,134</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ 2,185,205</b>

## Strategic Focus Area &amp; Guiding Principle

## Project Status

*Infrastructure*

Guiding Principle #3 Establish long term planning, prioritization and investment strategies for future infrastructure and facilities that improve the quality of life for citizens while being financially sustainable.

May River & Surrounding Rivers and Watersheds

Guiding Principle #1 Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.

Guiding Principle #2 Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.

Construction of Phase 5 started in the fall of 2020 with construction anticipated into the summer of 2021. \$320,000 in CDBG funding has been secured for the construction of the project, as well as a 319 grant that will fund the abandonment of septic tanks within the May River Watershed.

## Project Origination

## Project Performance Measures

1) FY 2019-2020 Strategic Plan, and 2) May River Watershed Action Plan.

Remove residences from septic and connect to public sanitary sewer.

## General Fund Operations &amp; Maintenance (O&amp;M) Costs

	Description	FY2022 Forecast	FY2023 Forecast	FY2024 Forecast	FY2025 Forecast	FY2026 Forecast	Total Forecast
Operations							\$ -
Maintenance							-
<b>Total</b>		<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>	<b>\$ -</b>

**Method for Estimating Costs:** Construction cost estimates are based on current unit price information for nearby sewer projects and quantities based on the completed construction documents. O&M costs are expected to be zero; as the system will be turned over to BJWSA.

**TOWN OF BLUFFTON OPINION OF PROBABLE COST****Project:** Buck Island- Simmonsville Phase 5 A-E**Project Number:** 00044**Fiscal Years:** FY 2015 - FY 2021**Date:** 2/17/2020**Project Manager:** Mark Maxwell**A) Planning**

ITEM	DESCRIPTION	QTY	UNITS
1			

**A) Design**

ITEM	DESCRIPTION	QTY	UNITS
1	Phase 5A-D Engineering (Cranston PO)	1	LS
2	Phase 5E Engineering (Cranston PO)	1	LS

**B) Construction**

ITEM	DESCRIPTION	QTY	UNITS
1	Phase 5A-D Main Line Construction (Based on CBG Bid)	1	LS
2	Phase 5A-D Connections (Based on CBG Bid)	1	LS
3	Phase 5E Main Line Construction (Based on Potter Bid)	1	LS
4	Phase 5E Connections (Based on Potter Bid)	1	LS
5	Stormwater Inspections (Estimate \$1,250x12)	1	LS
6	As-builts (Estimate 5A-D & E)	1	LS

**D) Other**

ITEM	DESCRIPTION	QTY	UNITS
1	Appraisals	1	EA
2	Easement Purchase (Phases A-D Resolution of Just Compensation)	1	LS
3	Easement Purchase (Phase 5E Estimate)	1	LS
4	Attorney Fees	1	LS

PRIOR YEAR PROJECT TOTAL

CLARIFICATION NOTES FOR BUDGET INCREASE/DECREASE OF TOTAL PROJECT AMOUNT

Increase is due to bids coming in higher than estimated - **\$262,962.**

Sewer Main Installation for 5A-D is \$759,986 & 5E is \$124,914.

Construction contingency is less than 10% of contract totals.





UNIT PRICE	TOTAL
\$ -	\$ -
<b>SUB-TOTAL</b>	<b>\$ -</b>

UNIT PRICE	TOTAL
\$ 23,000.00	\$ 23,000.00
\$ 35,150.00	\$ 35,150.00
CONTINGENCY	\$ -
<b>SUB-TOTAL</b>	<b>\$ 58,150.00</b>

UNIT PRICE	TOTAL
\$ 1,316,494.00	\$ 1,316,494.00
\$ 188,957.00	\$ 188,957.00
\$ 230,989.00	\$ 230,989.00
\$ 47,128.00	\$ 47,128.00
\$ 15,000.00	\$ 15,000.00
\$ 10,000.00	\$ 10,000.00
CONTINGENCY	\$ 50,000.00
<b>SUB-TOTAL</b>	<b>\$ 1,858,568.00</b>

UNIT PRICE	TOTAL
\$ 2,000.00	\$ 2,000.00
\$ 27,000.00	\$ 27,000.00
\$ 28,000.00	\$ 28,000.00
\$ 20,000.00	\$ 20,000.00
CONTINGENCY	\$ -
<b>SUB-TOTAL</b>	<b>\$ 77,000.00</b>

Prior Years	
TOTAL	
\$ -	

TOTAL	
\$ -	
\$ -	
\$ -	
<b>\$ 74,995.00</b>	

TOTAL	
\$ -	
\$ -	
\$ -	
\$ -	
\$ -	
\$ -	
<b>\$ 97,549.00</b>	

TOTAL	
\$ -	
<b>\$ 18,944.00</b>	

CURRENT TOTAL | \$ 1,993,718.00 |

\$ 191,488.00

GRAND TOTAL

	Prior Years
P	\$ -
D	\$ 74,995.00
C	\$ 97,549.00
O	\$ 18,944.00
TOTAL	\$ 191,488.00

GRAND TOTAL

Funding Sources:	Prior Years' Expended
SWU Fees	\$ 150,861.00
Hospitality Tax	\$ -
Potential CDBG Grant	\$ -
TIF Debt Service	\$ -
State Proviso 117.21	\$ -
CIP Fund Balance MIDF	\$ 25,716.00
CIP Alcohol Tax	\$ 14,910.00
CIP Fund Balance	\$ -
TOTAL	\$ 191,487.00

FY20	FY21	FY22	FY23	FY24
TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -

TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
\$ 23,000.00	\$ -	\$ -	\$ -	\$ -
\$ 35,150.00	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 58,150.00	\$ -	\$ -	\$ -	\$ -

TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
\$ 383,861.00	\$ 932,633.00	\$ -	\$ -	\$ -
\$ -	\$ 188,957.00	\$ -	\$ -	\$ -
\$ 230,989.00	\$ -	\$ -	\$ -	\$ -
\$ -	\$ 47,128.00	\$ -	\$ -	\$ -
\$ -	\$ 15,000.00	\$ -	\$ -	\$ -
\$ -	\$ 10,000.00	\$ -	\$ -	\$ -
\$ -	\$ 50,000.00	\$ -	\$ -	\$ -
\$ 614,850.00	\$ 1,243,718.00	\$ -	\$ -	\$ -

TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
\$ 2,000.00	\$ -	\$ -	\$ -	\$ -
\$ 27,000.00	\$ -	\$ -	\$ -	\$ -
\$ 28,000.00	\$ -	\$ -	\$ -	\$ -
\$ 20,000.00	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 77,000.00	\$ -	\$ -	\$ -	\$ -

\$ 750,000.00	\$ 1,243,718.00	\$ -	\$ -	\$ -
\$ 2,185,206.00				

FY20	FY21	FY22	FY23	FY24
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 58,150.00	\$ -	\$ -	\$ -	\$ -
\$ 614,850.00	\$ 1,243,718.00	\$ -	\$ -	\$ -
\$ 77,000.00	\$ -	\$ -	\$ -	\$ -
\$ 750,000.00	\$ 1,243,718.00	\$ -	\$ -	\$ -
\$ 2,185,206.00				

FY20	FY21	FY22	FY23	FY24
\$ 345,808.00	\$ 297,796.00	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ 320,000.00	\$ -	\$ -	\$ -
\$ 194,750.00	\$ 372,671.00	\$ -	\$ -	\$ -
\$ 57,038.00	\$ 142,962.00	\$ -	\$ -	\$ -
\$ 152,404.00	\$ 110,289.00	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ -	\$ -	\$ -	\$ -	\$ -
\$ 750,000.00	\$ 1,243,718.00	\$ -	\$ -	\$ -

FY25	
TOTAL	
\$	-
\$	-

TOTAL	
\$	-
\$	-
\$	-
\$	-

TOTAL	
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-

TOTAL	
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-

\$	-
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FY25	
\$	-
\$	-
\$	-
\$	-
\$	-

FY25	
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-
\$	-





TOWN OF BLUFFTON OPINION OF PROBABLE COST  
Project: Buck Island- Simmonsville Phase 5 A-E  
Project Number: 00044  
Fiscal Years: FY 2015 - FY 2021  
Date: 1/6/2021  
Project Manager: Mark Maxwell

A) Planning					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1				-	-
SUB-TOTAL					-

B) Design					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1	Phase 5A-D Engineering (Cranston PO)	1	LS	23,000	23,000
2	Phase 5E Engineering (Cranston PO)	1	LS	35,150	35,150
3				-	-
4				-	-
5				-	-
CONTINGENCY					-
SUB-TOTAL					58,150

C) Construction					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1	Phase 5A-D Main Line Construction (Based on CBG Bid)	1	LS	1,316,494	1,316,494
2	Phase 5A-D Connections (Based on CBG Bid)	1	LS	188,957	188,957
3	Phase 5E Main Line Construction (Based on Potter Bid)	1	LS	230,989	230,989
4	Phase 5E Connections (Based on Potter Bid)	1	LS	47,128	47,128
5	Stormwater Inspections/Engineering	1	LS	15,000	15,000
6	Surveying	1	LS	10,000	10,000
CONTINGENCY					50,000
SUB-TOTAL					1,858,568

D) Other					
ITEM	DESCRIPTION	QTY	UNITS	UNIT PRICE	TOTAL
1	Easement Acquisitions and Legal Expense - EOY	1	EA		-
1	Appraisals	1	EA	2,000	2,000
2	Easement Purchase (Phases A-D Resolution of Just Compensation)	1	LS	27,000	27,000
3	Easement Purchase (Phase 5E Estimate)	1	LS	28,000	28,000
3				-	-
4	Attorney Fees	1	LS	20,000	20,000
CONTINGENCY					-
SUB-TOTAL					77,000
CURRENT TOTAL					1,993,718

Prior Years	FY20	FY21	FY22	Current and Future Years
TOTAL	TOTAL	TOTAL	TOTAL	TOTAL
-	-	-	-	
-	-	-	-	-

TOTAL	TOTAL	TOTAL	TOTAL	
-		-	-	
-		-	-	
-	-	-	-	
-	-	-	-	
-	-	-	-	
-	6,078	-	-	
74,995	6,078	-	-	6,078

TOTAL	TOTAL	TOTAL	TOTAL	
	-	1,316,494	548,771	
-	-	188,957	188,957	
-	263,345	20,647	20,647	
-	-	48,000	48,000	
-	21,208	7,355	7,355	
-	4,558	5,442	5,442	
-	-	86,239	86,239	
97,549	289,111	1,673,134	905,411	2,867,656

TOTAL	TOTAL	TOTAL	TOTAL	
	-	-	-	
		-	-	
		-	-	
		-	-	
		-	-	
		-	-	
-	25,395	-	-	
18,944	25,395	-	-	25,395

191,488	320,584	1,673,134	905,411	2,899,129
GRAND TOTAL	3,090,617			

1,673,134

PRIOR YEAR PROJECT TOTAL  
CLARIFICATION NOTES FOR BUDGET INCREASE/DECREASE OF TOTAL PROJECT AMOUNT

	Prior Years	FY20	FY21	FY22
P	-	-	-	-
D	74,995	6,078	-	-
C	97,549	289,111	1,673,134	905,411
O	18,944	25,395	-	-
TOTAL	191,488	320,584	1,673,134	905,411
GRAND TOTAL		3,090,617		

Funding Sources:	Prior Years' Expended	FY20	FY21	FY22
SWU Fees	150,861	52,773	590,831	-
Hospitality Tax	-	-	-	-
Potential CDBG Grant	-	-	320,000	-
TIF Debt Service	-	194,750	372,671	-
State Proviso 117.21	-	-	200,000	-
CIP Fund Balance MIDF	25,716	73,061	189,632	-
CIP Alcohol Tax	14,910	-	-	-
CIP Fund Balance	-	-	-	-
TOTAL	191,487	320,584	1,673,134	-

Year	P	D	C	O	Total
2,015		26,850	75,000	236	102,086
2,016		3,300	1,999		5,299
2,017		13,020		1,890	14,910
2,018		2,025	11,610	1,163	14,798
2,019		29,800	8,940	15,654	54,394
	-	74,995	97,549	18,944	191,487

FY20 PROJECT FINANCIAL SUMMARY

Project Name

Buck Island-Simmons ville Sanitary Sewer Phase 5

CIP PROJECT #

00044

Project Manager

Mark Maxwell

	B	C	D	E	F
CURRENT FISCAL YEAR EXPENDITURE SUMMARY					
Spending Category	Prior Years Expenditures	FY 2020 Original Budget	FY 2020 Revised Budget	FY 2020 YTD Expenditures	FY 2020 Encumbered
Planning	-		-	-	-
Design	74,995	29,000	29,000	-	-
Construction	97,549	1,205,000	1,701,756	380	-
Other	18,943		-	25,005	21,810
Total Expenditures	191,487	1,234,000	1,730,756	25,385	21,810
CURENT FISCAL YEAR EXPENDITURE DETAIL					
Vendor Information	Prior Years Expenditures	Funding Source Code	FY 2020 MUNIS Contract/PO	FY 2020 YTD MUNIS Expenditures	MUNIS Encumbered
Accurate Reproductions	74				-
BJWSA	78,800				-
Cranston Engineering	28,625		21,810		21,810
Cranston Engineering					-
Easements	8,252		22,966	22,966	-
Federal Express	44		149	149	-
Finger & Fraser	10,536		1,890	1,890	-
Hussey, Gay, Bell	46,310				-
Logee & Pirtle Appraisal	3,600				-
LCOG	5,000		230	230	-
Low Tide Plumbing	7,810				-
Pike Appraisal	500				-
SC DHEC			150	150	-
Sign D' Sign	38				-
Sligh Environmental	3,200				-
SQ Coastal Property App	2,340				-
The Greenery	1,999				-
Correction Ck 31434	(5,640)				-
					-
Available Budget					-
Total CIP Fund	191,487	-	47,195	25,385	21,810
CURRENT FISCAL YEAR FUNDING SOURCE SUMMARY					
REVENUES	Prior Years	FY 2020 Original Budget	FY 2020 Revised Budget	FY 2020 YTD Funding	FY 2020 Encumbered

Hospitality Tax	-		-	-	-
Local ATAX	-		-	-	-
CIP MIDF	-		-	-	-
Debt Service	-		-	-	-
TBD	-		-	-	-
-	-		-	-	-
<b>TOTAL REVENUES</b>	-	-	-	-	-

TOTAL PROJECT FUNDING SOURCES AND EXPENDITURES FORECAST					
REVENUES	Prior Years	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
Hospitality Tax	-	-			
Local ATAX	-	-			
CIP MIDF	-	-			
Debt Service	-	-			
TBD	-	-			
-	-	-			
<b>TOTAL REVENUES</b>	-	-	-	-	-
EXPENDITURES	Prior Years	FY 2020 Budget	FY 2021 Forecast	FY 2022 Forecast	FY 2023 Forecast
Planning	-	-			
Design	74,995	29,000			
Construction	97,549	1,701,756			
Other	18,943	-			
<b>TOTAL EXPENDITURES</b>	<b>191,487</b>	<b>1,730,756</b>	-	-	-

TOTAL PROJECT COST

Date: 9/20/2019

G		H	
Outstanding Work Items	FY 2020 Budget Change Available/(Short)		
-	-		
6,525	22,475		
-	1,701,376		
1,677,036	(1,723,851)		
1,683,561	-		
D - (E + F + G)			
Outstanding Work Items	FY 2020 Expenditure Estimate		
	-		
	-		
	21,810		
6,525	6,525		
	22,966		
	149		
	1,890		
	-		
	-		
	230		
	-		
	-		
	150		
	-		
	-		
	-		
	-		
	-		
1,677,036	1,677,036		
1,683,561	1,730,756		
(B + E + F + G)			
Outstanding Work Items	FY 2020 Budget Change Available/(Short)		

Carry Forward	
496,756	
496,756	-

Carry Forward	0
---------------	---

-	-
-	-
-	-
-	-
-	-
-	-
-	-
-	-

HTAX
ATAX
MIDF
Debt
TBD
-

-	-

D - (E + F + G)

FY 2024 Forecast	Total
	-
	-
	-
	-
	-
	-
-	-

Funding Code
HTAX
ATAX
MIDF
Debt
TBD
-

Carry Forward	0
-	-
-	-
-	-
-	-
-	-
-	-
-	-

FY 2024 Forecast	Total
	-
	103,995
	1,799,305
	18,943
-	1,922,243

Carry Forward	0
-	-
-	-
496,756	-
-	-
496,756	-

1,922,244

Revisions    7/30/2019 Generated FY20 sheet  
                  9/20/2019 Updated expenditures & encumbrances

2015	2016	2017	2018	2019	2020	2021
-	-	-	-	-	-	-
26,850	3,300	13,020	2,025	29,800	6,078	968,491
75,000	1,999	-	11,610	8,940	289,111	-
236	-	1,890	1,163	15,654	25394.82	533.25
102,086	5,299	14,910	14,798	54,394	320,584	969,024



TOWN OF BLUFFTON OPINION OF PROBABLE COST

Project: BIS Phase 5 Sewer Phases A-E

Project Number: 00044

Date: 2/5/20

Project Manager: Mark Maxwell



A) PLANNING					
ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	TOTAL
1	SURVEYING (Phase 5 A-D Complete)	1	LS	\$ -	-
2	SURVEYING (Phase 5E in Engineering Contract)	1	LS	\$ -	-
SUB-TOTAL PLANNING					\$ -

B) DESIGN					
ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	TOTAL
1	PHASE 5 A-D ENGINEERING CLOSEOUT (Cranston PO and as-built survey estimate)	1	LS	\$ 42,000.00	\$ 42,000.00
2	PHASE 5 E ENGINEERING (Cranston PO)	1	LS	\$ 35,150.00	\$ 35,150.00
SUB-TOTAL DESIGN					\$ 77,150.00

C) CONSTRUCTION					
ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	TOTAL
1	PHASE 5 A-D MAIN LINE & CONSTRUCTION (Based CBG Bid)	1	LS	\$ 1,316,494.00	\$ 1,316,494.00
1	PHASE 5 A-D CONNECTIONS (Based CBG Bid)	1	LS	\$ 188,957.00	\$ 188,957.00
2	PHASE 5 E MAIN LINE CONSTRUCTION (Based on Potter Bid)	1	LS	\$ 230,989.00	\$ 230,989.00
2	PHASE 5 E CONNECTIONS (Based on Potter Bid)	1	LS	\$ 47,128.00	\$ 47,128.00
SUB-TOTAL CONSTRUCTION					\$ 1,783,568.00

D) OTHER					
ITEM	DESCRIPTION	QUANTITY	UNITS	UNIT PRICE	TOTAL
2	APPRAISALS	1	EA	\$ 2,000.00	\$ 2,000.00
3	EASEMENT PURCHASE (Phases A-D Resolution of Just Comp)	1	LS	\$ 27,000.00	\$ 27,000.00
3	EASEMENT PURCHASE (Phase 5E Estimate)	1	LS	\$ 28,000.00	\$ 28,000.00
4	ATTORNEY FEES	1	LS	\$ 20,000.00	\$ 20,000.00
SUB-TOTAL OTHER					\$ 77,000.00

SUB-TOTAL					\$ 1,937,718.00
CONTINGENCY					\$ 50,000.00
TOTAL					\$ 1,987,718.00

	Prior Years	FY20	FY21
A PLANNING	-	-	-
B DESIGN	\$ 29,150	\$ 28,000	\$ 20,000
C CONSTRUCTION	\$ 85,337	\$ 722,000	\$ 1,114,440
D OTHER	\$ 77,000	-	-
TOTAL	\$ 191,487	\$ 750,000	\$ 1,134,440

Include Budget increase explanation - bids coming in higher than estimated.

Prior Years	FY20	FY21	Current and Future Totals
-	-	-	
-	-	-	
			\$ -

-	\$ 22,000.00	\$ 20,000.00
\$ 29,150.00	\$ 6,000.00	\$ -

\$ 85,337.00	\$ 491,011.00	\$ 825,483.00
\$ 85,337.00	\$ -	\$ 188,957.00
-	\$ 230,989.00	\$ -
-	\$ -	\$ 50,000.00
<b>\$ 170,674.00</b>	<b>\$ 722,000.00</b>	<b>\$ 1,064,440.00</b>

\$ 1,786,440.00

\$ 2,000.00	-	-
\$ 27,000.00	-	-
\$ 28,000.00	-	-
\$ 20,000.00	-	-

-	-	-
-	\$ -	\$ 50,000.00
-	-	-

**TOWN OF BLUFFTON**  
**PRELIMINARY BID RESULTS**  
**IFB # 2023 - 46**  
**BIS Sewer Phase V Cure**

VENDOR NAME	BASE BID	ALTERNATE(S) ACCEPTED	TOTAL AMOUNT OF BASE BID WITH ALTERNATES
Jordan Construction of Hilton Head, Inc.	\$2,412,559.70	-	\$2,412,559.70
Morgan Contracting, Inc.	no bid	-	no bid
Potter Contruction, LLC	no bid	-	no bid

**Attachment 5  
Proposed Motion**

**Approval to Authorize a Construction Contract to Jordan Construction of Hilton Head, Inc. for Phase 5 of the Buck Island/Simmons ville Sewer Extension Project  
(Fiscal Impact – \$2,412,559.70)**

**Proposed Motion**

*“I move to **approve** authorizing the Town Manager to enter into an Agreement with Jordan Construction of Hilton Head, Inc. for Phase 5 of the Buck Island/Simmons ville Sewer Extension Project. The Agreement includes a commitment from the Town of Bluffton for \$2,412,559.70 and a 20% contingency to be paid from the appropriate Town Funds.”*

TOWN COUNCIL



STAFF REPORT  
Finance & Administration Department

MEETING DATE:	May 9, 2023
PROJECT:	Consideration of Ordinance Amending Chapter 6 – Businesses and Business Regulations to add Division 1 – Local Business Licenses and Division 2 – Business Licenses for Insurers, Brokers, and Telecommunication Providers to Article II – Business Licenses and Regulations, Authorizing and Directing the Town of Bluffton to Enter into an Intergovernmental Agreement Relating to South Carolina Revenue Services; to Participate in one or more Local Revenue Service Programs, to Execute and Deliver One or More Participant Program Supplements, and other Matters Relating Thereto – Second & Final Reading
PROJECT MANAGER:	Natalie Majorkiewicz, CGFO, Assistant Director of Finance

**REQUEST:**

Town Staff requests Town Council to approve First Reading of an Ordinance adding Division 1. – Local Business Licenses and Division 2. – Business Licenses for Insurers, Brokers, and Telecommunication Providers to Article II, Business Licenses and Regulations as recommended by the Municipal Association of South Carolina (MASC) due to the Local Revenue Services rebranding and to comply with State of South Carolina’s law, Act 176 of 2020, The Business License Standardization Act.

**BACKGROUND:**

The State of South Carolina passed standardized business licensing, known as Act 176 of 2020, in September of 2020 that became effective January 1, 2022 which required all cities and towns to adhere to specific requirements.

Recently, the Municipal Association has rebranded the collection program and changed the names of the programs offered, as noted below:

- Insurance Tax Collection Program becomes Insurance Tax Program, or ITP,
- Brokers Tax Collection Program becomes Brokers Tax Program, or BTP, and
- Telecommunications Tax Collection Program to Telecommunications Tax Program, or TTP

All of these programs are now rebranded as Local Revenue Services and does not have any impact on the Setoff Debt Program.

Since 2013, The Town of Bluffton has participated in the Insurance Tax, Brokers Tax, and the Telecommunication Tax Collection Programs offered through the Municipal Association.

Due to the rebranding and renaming of the programs and the adoption of the standardized business license ordinance under Act 176 of 2020, the Association requires the Town to enact the proposed ordinance and sign updated agreements in order to continue participate in the programs now known as Local Revenue Services.

**NEXT STEPS:**

Should Town Council approve the Second and Final Reading of the proposed amended Ordinance, the following are next steps;

1. Sign Local Revenue Services Agreement (Attachment 3) and
2. Sign Local Revenue Services Participant Program Supplement (Attachment 4).

**SUMMARY:**

The approval of the proposed amended Ordinance and by signing the LRS agreement and supplement allows the Town to continue participation in the tax collection programs offered by the Municipal Association.

The substantial changes to the Local Revenue Services programs noted by MASC are as follows:

- The new agreement is an intergovernmental agreement among all of the participating governments, rather than a series of standalone agreements.
- Local Revenue Services will act in its own name as a division of the Municipal Association and will be governed by a committee of the Municipal Association's Board of Directors.
- The terms on which the Municipal Association is delegated the authority to resolve litigation on behalf of its members have been clarified.
- An appeals process, as required by and consistent with Act 176, has been formally adopted.

**ATTACHMENTS:**

1. Presentation
2. Proposed Ordinance
3. Local Revenue Services Agreement
4. LRS Participant Program Supplement
5. Memo from MASC
6. Recommended Motions



**Consideration of Ordinance Amending Chapter 6 – Businesses and Business Regulations to add Division 1 – Local Business Licenses and Division 2 – Business Licenses for Insurers, Brokers, and Telecommunication Providers to Article II – Business Licenses and Regulations, Authorizing and Directing the Town of Bluffton to Enter into an Intergovernmental Agreement Relating to South Carolina Revenue Services; to Participate in one or more Local Revenue Service Programs, to Execute and Deliver One or More Participant Program Supplements, and other Matters Relating Thereto  
– Second & Final Reading**

Presentation to Town Council

Natalie Major, Department of Finance & Administration

May 9, 2023





## Background

- The State of South Carolina passed standardized business licensing, known as Act 176 of 2020
  - Effective January 1, 2022
  - Required all cities and towns to adhere to specific requirements.
- The Municipal Association has rebranded the collection program to Local Revenue Services (LRS) and changed the names of the programs offered, as noted below:
  - Insurance Tax Collection Program becomes Insurance Tax Program, or ITP,
  - Brokers Tax Collection Program becomes Brokers Tax Program, or BTP, and
  - Telecommunications Tax Collection Program to Telecommunications Tax Program, or TTP



## Background (Continued)

- Since 2013, The Town of Bluffton has participated in the Insurance Tax, Brokers Tax, and the Telecommunication Tax Collection Programs offered through the Municipal Association.
- Due to the rebranding and renaming of the programs and the adoption of the standardized business license ordinance under Act 176 of 2020, the Association requires the Town to enact the proposed ordinance and sign updated agreements in order to continue participate in the programs now known as Local Revenue Services.



## Recommendation & Next Steps

- Town Staff recommends Town Council approve the First Reading of the proposed amended Ordinance
- The following are next steps:
  1. Sign Local Revenue Services Agreement (Attachment 3), and
  2. Sign Local Revenue Services Participant Program Supplement (Attachment 4).



## Summary

- With the approval of the proposed amended Ordinance and by signing the LRS agreement and supplement the Town will be able to continue participation in the tax collection programs offered by the Municipal Association.
- The Municipal Association is requesting all action be taken by May 26, 2023.



# Questions & Discussion



## Recommended Motion

*"I make a motion to approve an Amendment to Town of Bluffton Code of Ordinances, Chapter 6, Business and Business Regulations, adding Division 1. – Local Business Licenses and Division 2. – Business Licenses for Insurers, Brokers, and Telecommunications Providers to add Article II, Business Licenses and Regulations, Authorizing and Directing the Town of Bluffton to Enter into an Intergovernmental Agreement Relating to South Carolina Revenue Services; to Participate in one or more Local Revenue Service Programs, to Execute and Deliver One or More Participant Program Supplements, and other Matters Relating Thereto."*

Second & Final Reading

**ORDINANCE NO. 2023 - \_\_\_\_**

**TOWN OF BLUFFTON, SOUTH CAROLINA**

AN ORDINANCE AMENDING CHAPTER 6, *BUSINESS AND BUSINESS REGULATIONS*, ADDING DIVISION 1. – *LOCAL BUSINESS LICENSES* AND DIVISION 2. – *BUSINESS LICENSES FOR INSURERS, BROKERS, AND TELECOMMUNICATION PROVIDERS* TO ARTICLE II, *BUSINESS LICENSES AND REGULATIONS*, AUTHORIZING AND DIRECTING THE TOWN OF BLUFFTON TO ENTER INTO AN INTERGOVERNMENTAL AGREEMENT RELATING TO SOUTH CAROLINA LOCAL REVENUE SERVICES; TO PARTICIPATE IN ONE OR MORE LOCAL REVENUE SERVICE PROGRAMS; TO EXECUTE AND DELIVER ONE OR MORE PARTICIPANT PROGRAM SUPPLEMENTS; AND OTHER MATTERS RELATING THERETO.

WHEREAS, the Town of Bluffton (the “Municipality”) is authorized by S.C. Code Section 5-7-30 and Title 6, Chapter 1, Article 3 to impose a business license tax on gross income; and,

WHEREAS, under State law, certain business license taxes are applicable in a manner or at a rate that applies throughout the State (“Statewide Business License Taxes”); and,

WHEREAS, such Statewide Business License Taxes include without limitation the business license taxes applicable to insurers under Title 38, Chapter 7 of the S.C. Code; to brokers under Title 38, Chapter 45 of the S.C. Code; and to telecommunications companies under Title 58, Chapter 9, Article 20 of the S.C. Code; and,

WHEREAS, the Municipal Association of South Carolina (the “Association”) has previously established local revenue service programs in which the Association administers Statewide Business License Taxes on behalf of and for the benefit of participating municipalities; and,

WHEREAS, such local revenue service programs include a program known as the Insurance Tax Program (“ITP”) that administers business license taxes applicable to insurers under Title 38, Chapter 7 of the S.C. Code; a program known as the Brokers Tax Program (“BTP”) that administers business license taxes applicable to brokers under Title 38, Chapter 45 of the S.C. Code; and a program known as the Telecommunications Tax Program (“TTP”) that administers business license taxes applicable to telecommunications companies under Title 58, Chapter 9, Article 20 of the S.C. Code; and,

WHEREAS, the Municipality currently participates in ITP, BTP, and TTP; and,

WHEREAS, by Act No. 176 of 2020, known as the South Carolina Business License Tax Standardization Act and codified at S.C. Code Sections 6-1-400 to -420 (the “Standardization Act”), the South Carolina General Assembly imposed additional requirements and conditions on the administration of business license taxes; and,

WHEREAS, following the enactment of the Standardization Act, the Municipality enacted Ordinance No. 2021-09 on August 10th, 2021, in order to comply with the requirements of the Standardization Act (the “Current Business License Ordinance”); and,

WHEREAS, in connection with the enactment of the Standardization Act and the adoption of locally compliant business license ordinances, the municipalities of the State have determined that it would be advisable and prudent to update the existing local revenue service programs; and,

WHEREAS, in particular, the municipalities of the State have determined to establish and join South Carolina Local Revenue Services (“LRS”) by intergovernmental agreement, which among other things will administer Statewide Business License Taxes on behalf of its participants, including but not limited to by continuing to offer the services provided by the ITP, BTP, and TTP; and,

WHEREAS, Article VIII, Section 13(A) of the South Carolina Constitution provides that “(a)ny county, incorporated municipality, or other political subdivision may agree with the State or with any other political subdivision for the joint administration of any function and exercise of powers and the sharing of the costs thereof;” and,

WHEREAS, the Town Council of the Municipality (the “Council”) now wishes to authorize and direct the Municipality to join LRS and to participate in one or more local revenue service programs; and,

WHEREAS, the Town of Bluffton Town Council desires to amend Chapter 6, *Business and Business Regulations*, adding Division 1. – *Local Business Licenses* and Division 2. – *Business Licenses for Insurers, Brokers, and Telecommunication Providers* to Article II, *Local Revenue Service Programs*.

NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE TOWN COUNCIL OF THE TOWN OF BLUFFTON, SOUTH CAROLINA, in accordance with the foregoing, the Town hereby amends the Code of Ordinances for the Town of Bluffton as follows:

SECTION 1. DIRECTION TO APPY TO AND JOIN LRS. The form of the Local Revenue Services Agreement (the “Agreement”) pursuant to which a municipality may request to participate in LRS and, if approved, become a participant is attached hereto as Exhibit A. The Town Manager (the “Executive Officer”) is hereby authorized and directed to apply to participate in LRS. If the Municipality’s application is approved by LRS, then the Executive Officer shall execute and deliver a counterpart to the Agreement in substantially the form attached hereto. The Council hereby approves the terms and conditions of and agrees to comply with the Agreement upon the execution and delivery thereof by the Executive Officer.



SECTION 2. PARTICIPATION IN LOCAL REVENUE SERVICE PROGRAMS. The Council determines that, if admitted to LRS, the Municipality will participate in the ITP, the BTP, and the TTP. The Executive Officer is hereby authorized and directed to execute and deliver any required Participant Program Supplements (as such term is defined in the Agreement) as may be necessary to participate in such local revenue service programs.

SECTION 3. AMENDMENT. The Town of Bluffton hereby amends Chapter 6, *Business and Business Regulations*, to add Division 1. – *Local Business Licenses* and Division 2. – *Business Licenses for Insurers, Brokers, and Telecommunication Providers* to Article II, *Business Licenses and Regulations*, of the Code of Ordinances for the Town of Bluffton, South Carolina, as shown on Exhibit A attached hereto and fully incorporated herein by reference.

SECTION 4. REPEALER, EFFECTIVE DATE. All ordinances in conflict with this ordinance are hereby repealed. This ordinance shall be effective on the date of final reading.

DONE, RATIFIED AND ENACTED this \_\_\_\_ day of \_\_\_\_\_, 2023.

This Ordinance was read and passed at first reading on April 11, 2023.

\_\_\_\_\_  
Lisa Sulka, Mayor  
Town of Bluffton, South Carolina

\_\_\_\_\_  
Kimberly Gammon, Town Clerk  
Town of Bluffton, South Carolina

This Ordinance was read and passed at final reading on \_\_\_\_\_, 2023.

\_\_\_\_\_  
Lisa Sulka, Mayor  
Town of Bluffton, South Carolina

\_\_\_\_\_  
Kimberly Gammon, Town Clerk  
Town of Bluffton, South Carolina

- CODE OF ORDINANCES  
Chapter 6 BUSINESSES AND BUSINESS REGULATIONS

## Chapter 6 BUSINESSES AND BUSINESS REGULATIONS

### ARTICLE I. IN GENERAL

**Secs. 6-1—6-18. Reserved.**

### ARTICLE II. BUSINESS LICENSES AND REGULATIONS<sup>1</sup>

#### DIVISION 1. – LOCAL BUSINESS LICENSES

##### **Sec. 6-19. License required.**

Every person engaged or intending to engage in any business, calling, occupation, profession, or activity with the object of gain, benefit, or advantage, in whole or in part within the limits of the Town of Bluffton, South Carolina, is required to pay an annual license tax for the privilege of doing business and obtain a business license as herein provided.

##### **Sec. 6-20 Definitions.**

The following words, terms, and phrases, when used in this article, shall have the meaning ascribed herein. Defined terms are not capitalized when used in this article unless the context otherwise requires.

*Business* means any business, calling, occupation, profession, or activity engaged in with the object of gain, benefit, or advantage, either directly or indirectly.

*Charitable organization* means an organization that is determined by the Internal Revenue Service to be exempt from Federal income taxes under 26 U.S.C. Section 501(c)(3), (4), (6), (7), (8), (10) or (19).

*Charitable purpose* means a benevolent, philanthropic, patriotic, or eleemosynary purpose that does not result in personal gain to a sponsor, organizer, officer, director, trustee, or person with ultimate control of the organization.

*Classification* means that division of businesses by NAICS codes subject to the same license rate as determined by a calculated index of ability to pay based on national averages, benefits, equalization of tax burden, relationships of services, or other basis deemed appropriate by the Council.

<sup>1</sup>Ord. No. 2021-09 , § 1(Exh. A), adopted August 10, 2021, repealed the former Art. II, §§ 6-19—6-45, and enacted a new Art. II as set out herein. The former Art. II pertained to similar subject matter and derived from Ord. No. 2006-01, adopted Jan. 11, 2006; Ord. No. 2010-14 , adopted Aug. 10, 2010; Ord. No. 2013-10 , adopted Nov. 12, 2013; Ord. No. 2014-13 , adopted Aug. 12, 2014; Ord. No. 2015-07 , adopted March 10, 2015; Ord. No. 2017-01 , adopted Feb. 14, 2017; Ord. No. 2017-05 , adopted Aug. 8, 2017; and Ord. No. 2018-05 , adopted Aug. 14, 2018.

State law reference(s)—Business license tax authorized for municipalities, S.C. Code 1976, § 5-7-30; imposition or increase of business license tax, S.C. Code 1976, § 6-1-315.

*Council* means the Town Council of the Town of Bluffton.

*Domicile* means a principal place from which the trade or business of a licensee is conducted, directed, or managed. For purposes of this article, a licensee may be deemed to have more than one domicile.

*Gross income* means the gross receipts or gross revenue of a business, received or accrued, for one calendar or fiscal year collected or to be collected from business done within the Municipality. If the licensee has a domicile within the Municipality, business done within the Municipality shall include all gross receipts or revenue received or accrued by such licensee. If the licensee does not have a domicile within the Municipality, business done within the Municipality shall include only gross receipts or revenue received or accrued within the Municipality. In all cases, if the licensee pays a business license tax to another county or municipality, then the licensee's gross income for the purpose of computing the tax within the Municipality must be reduced by the amount of revenues or receipts taxed in the other county or municipality and fully reported to the Municipality. Gross income for business license tax purposes shall not include taxes collected for a governmental entity, escrow funds, or funds that are the property of a third party. The value of bartered goods or trade-in merchandise shall be included in gross income. The gross receipts or gross revenues for business license purposes may be verified by inspection of returns and reports filed with the Internal Revenue Service, the South Carolina Department of Revenue, the South Carolina Department of Insurance, or other government agencies. In calculating gross income for certain businesses, the following rules shall apply:

- (1) Gross income for agents shall be calculated on gross commissions received or retained, unless otherwise specified. If commissions are divided with other brokers or agents, then only the amount retained by the broker or agent is considered gross income.
- (2) Except as specifically required by S.C. Code of 1976 § 38-7-20, gross income for insurance companies shall be calculated on gross premiums written.
- (3) Gross income for manufacturers of goods or materials with a location in the Municipality shall be calculated on the lesser of:
  - a. gross revenues or receipts received or accrued from business done at the location;
  - b. the amount of income allocated and apportioned to that location by the business for purposes of the business's state income tax return; or
  - c. the amount of expenses attributable to the location as a cost center of the business.

Licensees reporting gross income under this provision shall have the burden to establish the amount and method of calculation by satisfactory records and proof. Manufacturers include those taxpayers reporting a manufacturing principal business activity code on their federal income tax returns.

*License official* means a person designated to administer this article. Notwithstanding the designation of a primary license official, the Municipality may designate one or more alternate license officials to administer particular types of business licenses, including without limitation for business licenses issued to businesses subject to business license taxes under Article 20, Chapter 9, Title 58, and Chapters 7 and 45, Title 38, of the South Carolina Code.

*Licensee* means the business, the person applying for the license on behalf of the business, an agent or legal representative of the business, a person who receives any part of the net profit of the business, or a person who owns or exercises control of the business.

*Municipality* means the Town of Bluffton, South Carolina.

*NAICS* means the North American Industry Classification System for the United States published under the auspices of the Federal Office of Management and Budget.

*Person* means any individual, firm, partnership, limited liability partnership, limited liability company, cooperative non-profit membership, corporation, joint venture, association, estate, trust, business trust, receiver,

syndicate, holding company, or other group or combination acting as a unit, in the singular or plural, and the agent or employee having charge or control of a business in the absence of the principal.

### **Sec. 6-21 Purpose and duration.**

The business license required by this article is for the purpose of providing such regulation as may be required for the business subject thereto and for the purpose of raising revenue for the general fund through a privilege tax. The license year ending on April 30, 2022, shall commence on January 1, 2021 and shall run for a 16-month period. Thereafter, the license periods shall be established as follows. Except as set forth below for business licenses issued to contractors with respect to specific construction projects, each yearly license shall be issued for the 12-month period of May 1 to April 30. A business license issued for a construction contract may, at the request of the licensee, be stated to expire at the completion of the construction project; provided, any such business license may require that the licensee file, by each April 30 during the continuation of the construction project, a statement of compliance, including but not limited to a revised estimate of the value of the contract. If any revised estimate of the final value of such project exceeds the amount for which the business license was issued, the licensee shall be required to pay a license fee at the then-prevailing rate on the excess amount. The provisions of this article and the rates herein shall remain in effect from year to year as amended by the Council.

### **Sec. 6-22. Business license tax, refund.**

- (a) The required business license tax shall be paid for each business subject hereto according to the applicable rate classification on or before the due date of the 30th day of April in each year, except for those businesses in Rate Class 8 for which a different due date is specified. Late payments shall be subject to penalties as set forth in Section 6-30 hereof, except that admitted insurance companies may pay before June 1 without penalty.
- (b) A separate license shall be required for each place of business and for each classification or business conducted at one place. If gross income cannot be separated for classifications at one location, the business license tax shall be computed on the combined gross income for the classification requiring the highest rate. The business license tax must be computed based on the licensee's gross income for the calendar year preceding the due date, for the licensee's 12-month fiscal year preceding the due date, or on a 12-month projected income based on the monthly average for a business in operation for less than one year. The business license tax for a new business must be computed on the estimated probable gross income for the balance of the license year. A business license related to construction contract projects may be issued on a per-project basis, at the option of the taxpayer. No refund shall be made for a business that is discontinued.
- (c) A licensee that submits a payment greater than the amount owed may request a refund. To be considered, a refund request must be submitted in writing to the Municipality before the June 1 immediately following the April 30 on which the payment was due and must be supported by adequate documentation supporting the refund request. The Municipality shall approve or deny the refund request, and if approved shall issue the refund to the business, within 30 days after receipt of the request.

### **Sec. 6-23. Registration required.**

- (a) The owner, agent, or legal representative of every business subject to this article, whether listed in the classification index or not, shall register the business and make application for a business license on or before the due date of each year; provided, a new business shall be required to have a business license prior to operation within the Municipality, and an annexed business shall be required to have a business license within 30 days of the annexation. A license for a bar (NAICS 722410) must be issued in the name of the individual who has been issued the corresponding state alcohol, beer, or wine permit or license and will have actual control and management of the business.

- (b) Application shall be on the then-current standard business license application as established and provided by the Director of the South Carolina Revenue and Fiscal Affairs Office and shall be accompanied by all information about the applicant, the licensee, and the business deemed appropriate to carry out the purpose of this article by the license official. Applicants may be required to submit copies of portions of state and federal income tax returns reflecting gross receipts and gross revenue figures.
- (c) The applicant shall certify under oath that the information given in the application is true, that the gross income is accurately reported (or estimated for a new business) without any unauthorized deductions, and that all assessments, personal property taxes on business property, and other monies due and payable to the Municipality have been paid.
- (d) The Municipality shall allow application, reporting, calculation, and payment of business license taxes through the business license tax portal hosted and managed by the South Carolina Revenue and Fiscal Affairs Office, subject to the availability and capability thereof. Any limitations in portal availability or capability do not relieve the applicant or licensee from existing business license or business license tax obligations.

#### **Sec. 6-24. Deductions, exemptions, and charitable organizations.**

- (a) No deductions from gross income shall be made except income earned outside of the Municipality on which a license tax is paid by the business to some other municipality or county and fully reported to the Municipality, taxes collected for a governmental entity, or income which cannot be included for computation of the tax pursuant to State or Federal law. Properly apportioned income from business in interstate commerce shall be included in the calculation of gross income and is not exempted. The applicant shall have the burden to establish the right to exempt income by satisfactory records and proof.
- (b) No person shall be exempt from the requirements of the article by reason of the lack of an established place of business within the Municipality, unless exempted by State or Federal law. The license official shall determine the appropriate classification for each business in accordance with the latest issue of NAICS. No person shall be exempt from this article by reason of the payment of any other tax, unless exempted by State law, and no person shall be relieved of liability for payment of any other tax or fee by reason of application of this article.
- (c) Wholesalers are exempt from business license taxes unless they maintain warehouses or distribution establishments within the Municipality. A wholesale transaction involves a sale to an individual who will resell the goods and includes delivery of the goods to the reseller. It does not include a sale of goods to a user or consumer.
- (d) A charitable organization shall be exempt from the business license tax on its gross income unless it is deemed a business subject to a business license tax on all or part of its gross income as provided in this section. A charitable organization, or any affiliate of a charitable organization, that reports income from for-profit activities or unrelated business income for Federal income tax purposes to the Internal Revenue Service shall be deemed a business subject to a business license tax on the part of its gross income from such for-profit activities or unrelated business income.
- (e) A charitable organization shall be deemed a business subject to a business license tax on its total gross income if:
  - (1) any net proceeds of operation, after necessary expenses of operation, inure to the benefit of any individual or any entity that is not itself a charitable organization as defined in this article; or
  - (2) any net proceeds of operation, after necessary expenses of operation, are used for a purpose other than a charitable purpose as defined in this article.

Excess benefits or compensation in any form beyond fair market value to a sponsor, organizer, officer, director, trustee, or person with ultimate control of the organization shall not be deemed a necessary expense of operation.

#### **Sec. 6-25. False application unlawful.**

It shall be unlawful for any person subject to the provisions of this article to make a false application for a business license or to give or file, or direct the giving or filing of, any false information with respect to the license or tax required by this article.

#### **Sec. 6-26. Display and transfer.**

- (a) All persons shall display the license issued to them on the original form provided by the license official in a conspicuous place in the business establishment at the address shown on the license. A transient or non-resident shall carry the license upon his person or in a vehicle used in the business readily available for inspection by any authorized agent of the Municipality.
- (b) A change of address must be reported to the license official within ten days after removal of the business to a new location and the license will be valid at the new address upon written notification by the license official and compliance with zoning and building codes. Failure to obtain the approval of the license official for a change of address shall invalidate the license and subject the licensee to prosecution for doing business without a license. A business license shall not be transferable, and a transfer of controlling interest shall be considered a termination of the old business and the establishment of a new business requiring a new business license, based on old business income.

#### **Sec. 6-27. Administration of article.**

The license official shall administer the provisions of this article, collect business license taxes, issue licenses, make or initiate investigations and audits to ensure compliance, initiate denial or suspension and revocation procedures, report violations to the Municipal attorney, assist in prosecution of violators, produce forms, undertake reasonable procedures relating to the administration of this article, and perform such other duties as may be duly assigned.

#### **Sec. 6-28. Inspection and audits.**

- (a) For the purpose of enforcing the provisions of this article, the license official or other authorized agent of the Municipality is empowered to enter upon the premises of any person subject to this article to make inspections and to examine and audit books and records. It shall be unlawful for any such person to fail or refuse to make available the necessary books and records. In the event an audit or inspection reveals that the licensee has filed false information, the costs of the audit shall be added to the correct business license tax and late penalties in addition to other penalties provided herein. Each day of failure to pay the proper amount of business license tax shall constitute a separate offense.
- (b) The license official shall have the authority to make inspections and conduct audits of businesses to ensure compliance with the article. Financial information obtained by inspections and audits shall not be deemed public records, and the license official shall not release the amount of business license taxes paid or the reported gross income of any person by name without written permission of the licensee, except as authorized by this article, State or Federal law, or proper judicial order. Statistics compiled by classifications are public records.

**Sec. 6-29. Assessments, payment under protest, appeal.**

- (a) Assessments, payments under protest, and appeals of assessment shall be allowed and conducted by the Municipality pursuant to the provisions of S.C. Code of 1976 § 6-1-410, as amended. In preparing an assessment, the license official may examine such records of the business or any other available records as may be appropriate and conduct such investigations and statistical surveys as the license official may deem appropriate to assess a business license tax and penalties as provided herein.
- (b) The license official shall establish a uniform local procedure consistent with S.C. Code of 1976 § 6-1-410 for hearing an application for adjustment of assessment and issuing a notice of final assessment; provided that for particular types of business licenses, including without limitation for business licenses issued to businesses subject to business license taxes under Article 20, Chapter 9, Title 58, and Chapters 7 and 45, Title 38, of the South Carolina Code, the Municipality, by separate article, may establish a different procedure and may delegate one or more rights, duties, and functions hereunder to the Municipal Association of South Carolina.

**Sec. 6-30. Delinquent license taxes, partial payment.**

- (a) For non-payment of all or any part of the correct business license tax, the license official shall impose and collect a late penalty of five percent of the unpaid tax for each month or portion thereof after the due date until paid. If any business license tax remains unpaid for 60 days after its due date, the license official may report it to the Municipal attorney for appropriate legal action.
- (b) Partial payment may be accepted by the license official to toll imposition of penalties on the portion paid; provided, however, no business license shall be issued or renewed until the full amount of the tax due, with penalties, has been paid.
- (c) For good cause shown, but not otherwise, a business may petition the Town Manager, or designee for a reduction of the penalties otherwise due when the failure to pay is not willful and is more than mere oversight and inadvertence.

**Sec. 6-31. Notices.**

The license official may, but shall not be required to, mail written notices that business license taxes are due. If notices are not mailed, there shall be published a notice of the due date in a newspaper of general circulation within the Municipality three times prior to the due date in each year. Failure to receive notice shall not constitute a defense to prosecution for failure to pay the tax due or grounds for waiver of penalties. ~~and~~

**Sec. 6-32. Denial of license.**

The license official may deny a license to an applicant when the license official determines:

- (1) The application is incomplete or contains a misrepresentation, false or misleading statement, or evasion or suppression of a material fact;
- (2) The activity for which a license is sought is unlawful or constitutes a public nuisance per se or per accidens;
- (3) The applicant, licensee, prior licensee, or the person in control of the business has been convicted within the previous ten years of an offense under a law or article regulating business, a crime involving dishonest conduct or moral turpitude related to a business or a subject of a business, or an unlawful sale of merchandise or prohibited goods;

- (4) The applicant, licensee, prior licensee, or the person in control of the business has engaged in an unlawful activity or nuisance related to the business or to a similar business in the Municipality or in another jurisdiction;
- (5) The applicant, licensee, prior licensee, or the person in control of the business is delinquent in the payment to the Municipality of any tax or fee;
- (6) A licensee has actual knowledge or notice, or based on the circumstances reasonably should have knowledge or notice, that any person or employee of the licensee has committed a crime of moral turpitude on the business premises, or has permitted any person or employee of the licensee to engage in the unlawful sale of merchandise or prohibited goods on the business premises and has not taken remedial measures necessary to correct such activity; or
- (7) The license for the business or for a similar business of the licensee in the Municipality or another jurisdiction has been denied, suspended, or revoked in the previous license year. A decision of the license official shall be subject to appeal as herein provided. Denial shall be written with reasons stated.

### **Sec. 6-33. Suspension or revocation of license.**

When the license official determines:

- (1) A license has been mistakenly or improperly issued or issued contrary to law;
- (2) A licensee has breached any condition upon which the license was issued or has failed to comply with the provisions of this article;
- (3) A licensee has obtained a license through a fraud, misrepresentation, a false or misleading statement, or evasion or suppression of a material fact in the license application;
- (4) A licensee has been convicted within the previous ten years of an offense under a law or article regulating business, a crime involving dishonest conduct or moral turpitude related to a business or a subject of a business, or an unlawful sale of merchandise or prohibited goods;
- (5) A licensee has engaged in an unlawful activity or nuisance related to the business; or
- (6) A licensee is delinquent in the payment to the Municipality of any tax or fee;

The license official may give written notice to the licensee or the person in control of the business within the Municipality by personal service or mail that the license is suspended pending a single hearing before Council or its designee for the purpose of determining whether the suspension should be upheld and the license should be revoked.

The written notice of suspension and proposed revocation shall state the time and place at which the hearing is to be held, and shall contain a brief statement of the reasons for the suspension and proposed revocation and a copy of the applicable provisions of this article.

### **Sec. 6-34. Appeals to Council or its designee.**

- (a) Except with respect to appeals of assessments under Section 6-29 hereof, which are governed by S.C. Code of 1976 § 6-1-410, any person aggrieved by a determination, denial, or suspension and proposed revocation of a business license by the license official may appeal the decision to the Council or its designee by written request stating the reasons for appeal, filed with the license official within ten days after service by mail or personal service of the notice of determination, denial, or suspension and proposed revocation.
- (b) A hearing on an appeal from a license denial or other determination of the license official and a hearing on a suspension and proposed revocation shall be held by the Council or its designee within ten business days



after receipt of a request for appeal or service of a notice of suspension and proposed revocation. The hearing shall be held upon written notice at a regular or special meeting of the Council, or, if by designee of the Council, at a hearing to be scheduled by the designee. The hearing may be continued to another date by agreement of all parties. At the hearing, all parties shall have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The proceedings shall be recorded and transcribed at the expense of the party so requesting. The rules of evidence and procedure prescribed by Council or its designee shall govern the hearing. Following the hearing, the Council by majority vote of its members present, or the designee of Council if the hearing is held by the designee, shall render a written decision based on findings of fact and conclusions on application of the standards herein. The written decision shall be served, by personal service or by mail, upon all parties or their representatives and shall constitute the final decision of the Municipality.

- (c) Timely appeal of a decision of Council or its designee does not effectuate a stay of that decision. The decision of the Council or its designee shall be binding and enforceable unless overturned by an applicable appellate court after a due and timely appeal.
- (d) For business licenses issued to businesses subject to business license taxes under Article 20, Chapter 9, Title 58, and Chapters 7 and 45, Title 38, of the South Carolina Code, the Municipality may establish a different procedure by article.

#### **Sec. 6-35. Consent, franchise, or license required for use of streets.**

- (a) It shall be unlawful for any person to construct, install, maintain, or operate in, on, above, or under any street or public place under control of the Municipality any line, pipe, cable, pole, structure, or facility for utilities, communications, cablevision, or other purposes without a consent agreement or franchise agreement issued by the Council by article that prescribes the term, fees, and conditions for use.
- (b) The annual fee for use of streets or public places authorized by a consent agreement or franchise agreement shall be set by the article approving the agreement and shall be consistent with limits set by State law. Existing franchise agreements shall continue in effect until expiration dates in the agreements. Franchise and consent fees shall not be in lieu of or be credited against business license taxes unless specifically provided by the franchise or consent agreement.

#### **Sec. 6-36. Confidentiality.**

Except in accordance with proper judicial order or as otherwise provided by law, no official or employee of the Municipality may divulge or make known in any manner the amount of income or any financial particulars set forth or disclosed in any report or return required under this article. Nothing in this section shall be construed to prohibit the publication of statistics so classified as to prevent the identification of particular reports or returns. Any license data may be shared with other public officials or employees in the performance of their duties, whether or not those duties relate to enforcement of this article.

#### **Sec. 6-37. Violations.**

Any person violating any provision of this article shall be deemed guilty of an offense and shall be subject to a fine of up to \$500.00 or imprisonment for not more than 30 days or both, upon conviction. Each day of violation shall be considered a separate offense. Punishment for violation shall not relieve the offender of liability for delinquent taxes, penalties, and costs provided for in this article.

**Sec. 6-38. Severability.**

A determination that any portion of this article is invalid or unenforceable shall not affect the remaining portions. To the extent of any conflict between the provisions of this article and the provisions of the South Carolina Business License Tax Standardization Act, as codified at S.C. Code §§ 6-1-400 et seq., the standardization act shall control.

**Sec. 6-39. Classification and rates.**

- (a) The business license tax for each class of businesses subject to this article shall be computed in accordance with the current business license rate schedule, designated as Appendix A to this article, which may be amended from time to time by the Council.
- (b) The current business license class schedule is attached hereto as Appendix B. Hereafter, no later than December 31 of each odd year, the Municipality shall adopt, by article, the latest standardized business license class schedule as recommended by the Municipal Association of South Carolina and adopted by the Director of the South Carolina Revenue and Fiscal Affairs Office. Upon adoption by the Municipality, the revised business license class schedule shall then be appended to this article as a replacement Appendix B.
- (c) The classifications included in each rate class are listed with NAICS codes, by sector, subsector, group, or industry. The business license class schedule (Appendix B) is a tool for classification and not a limitation on businesses subject to a business license tax. The classification in the most recent version of the business license class schedule adopted by the Council that most specifically identifies the subject business shall be applied to the business. The license official shall have the authority to make the determination of the classification most specifically applicable to a subject business.
- (d) A copy of the class schedule and rate schedule shall be filed in the Office of The Municipal Clerk.

**Sec. 6-40. Business license incentive program.**

- (a) When any new business taxable hereunder is begun on or after May 1, but before October 1, the full amount of the tax shall be due. New businesses beginning on or after October 1 shall be required to pay one-half of the license tax otherwise prescribed.
- (b) A cap of \$25,000,000.00 is extended to all businesses such that the annual gross receipts of any one business exceeding this cap are exempt from the business license rates outlined herein. This does not apply to any other fees paid to other agencies for the Town.
- (c) When a business owner(s) maintains two or more resident business locations under the same NAICS code as deemed proper by the license official, each location may deduct ten percent from its annual gross income in its annual license tax calculation. This does not apply to any other fees paid to other agencies for the Town.
- (d) The tax for a new resident business during the first year of operation or portion thereof shall be the base tax for the classification for that business as determined by the license official using the classification rate schedules and details below, and thereafter, the tax for a new resident business shall be as follows:

Year of Operation	Gross Income Reduction
First renewal	40 percent
Second renewal	20 percent
Third renewal	10 percent
Fourth renewal and beyond	0 percent

## **DIVISION 2. – BUSINESS LICENSES FOR INSURERS, BROKERS, AND TELECOMMUNICATION PROVIDERS**

**Sec. 6-41. Business License Taxes Applicable to Insurance Companies.** Notwithstanding anything in the Current Business License Ordinance to the contrary, the following provisions shall apply to insurance companies subject to Title 38, Chapter 7 of the S.C. Code.

- a) Except as set forth below, “gross premiums” for insurance companies means gross premiums written for policies for property or a risk located within the municipality. In addition, “gross premiums” shall include premiums written for policies that are sold, solicited, negotiated, taken, transmitted, received, delivered, applied for, produced or serviced by (1) the insurance company’s office located in the municipality, (2) the insurance company’s employee conducting business within the municipality, or (3) the office of the insurance company’s licensed or appointed producer (agent) conducting business within the municipality, regardless of where the property or risk is located, provided no tax has been paid to another municipality in which the property or risk is located based on the same premium.
- b) As to fire insurance, “gross premiums” means gross premiums (1) collected in the municipality, and/or (2) realized from risks located within the limits of the municipality.
- c) As to bail bonds, “gross premiums” shall exclude any amounts retained by a licensed bail bondsman as defined in Title 38, Chapter 53 of the S.C. Code for authorized commissions, fees, and expenses.
- d) Gross premiums shall include all business conducted in the prior calendar year. Gross premiums shall include new and renewal business without deductions for any dividend, credit, return premiums, or deposit.
- e) Solicitation for insurance, receiving or transmitting an application or policy, examination of a risk, collection or transmitting of a premium, adjusting a claim, delivering a benefit, or doing any act in connection with a policy or claim shall constitute conducting business within the municipality, regardless of whether or not an office is maintained in the municipality.
- f) The business license tax for insurance companies under Title 38, Chapter 7 of the S.C. Code shall be established at the rates set forth below. Declining rates shall not apply.

### **NAICS Code**

524113      **Life, Health, and Accident.** 0.75% of Gross Premiums.

524126      **Fire and Casualty.** 2% of Gross Premiums.

524127      **Title Insurance.** 2% of Gross Premiums.

- g) License taxes for insurance companies shall be payable on or before May 31 in each year without penalty. The penalty for delinquent payments shall be 5% of the tax due per month, or portion thereof, after the due date until paid.

**Sec. 6-42. Business License Tax Applicable to Brokers.** Title 38, Chapter 45 of the S.C. Code (the “Brokers Act”) establishes a blended premium tax rate applicable to brokers of 6 percent, comprising a 4 percent State premium tax and a 2 percent municipal premium tax, each to be collected by the South Carolina Department of Insurance. Pursuant to §§ 38-45-10 and 38-45-60 of the Brokers Act, the Municipal Association of South Carolina is designated the municipal agent for purposes of administration of the municipal broker’s premium tax.

**Sec. 6-43. Business License Taxes Applicable to Telecommunication Companies.**

- a) Notwithstanding any other provisions of the Current Business License Ordinance, the business license tax for “retail telecommunications services,” as defined in S. C. Code Section 58-9-2200, shall be at the maximum rate authorized by S. C. Code Section 58-9-2220, as it now provides or as provided by its amendment. Declining rates shall not apply.
- b) The business license tax year for retail telecommunications services shall begin on January 1 of each year. The business license tax for retail telecommunications services shall be due on January 1 of each year and payable by January 31 of that year, without penalty. The delinquent penalty shall be five percent (5%) of the tax due for each month, or portion thereof, after the due date until paid.
- c) In conformity with S.C. Code Section 58-9-2220, the business license tax for “retail telecommunications services” shall apply to the gross income derived from the sale of retail telecommunications services for the preceding calendar or fiscal year which either originate or terminate in the municipality and which are charged to a service address within the municipality regardless of where these amounts are billed or paid and on which a business license tax has not been paid to another municipality. The measurement of the amounts derived from the retail sale of mobile telecommunications services shall include only revenues from the fixed monthly recurring charge of customers whose service address is within the boundaries of the municipality. For a business in operation for less than one year, the amount of business license tax shall be computed on a twelve-month projected income.
- d) Nothing in this Ordinance shall be interpreted to interfere with continuing obligations of any franchise agreement or contractual agreement. All fees collected under such a franchise or contractual agreement shall be in lieu of fees or taxes which might otherwise be authorized by this Ordinance.

**Sec. 6-44. No Exemption for Interstate Commerce.** Properly apportioned gross income from interstate commerce shall be included in the gross income for every business subject to a business license tax.

**Sec. 6-45. LRS to Appoint Business License Official and to Designate Appeals Board.** Pursuant to the Agreement, LRS is hereby authorized to appoint one or more individuals (each, an “LRS Business License Official”) to act as the Municipality’s business license official for purposes of administering Statewide Business License Taxes. In addition, LRS is hereby authorized pursuant to the Agreement to designate an appeals board (the “Appeals Board”) for purposes of appeals arising with respect to such taxes. The LRS Business License Official so appointed and the Appeals Board so designated shall have all of the powers granted to the Municipality’s business license official and appeals board under the Current Business License Ordinance, except as may be modified by this ordinance.

**Sec. 6-46. Appeals Process.** With respect to the calculation, assessment, and collection of Statewide Business License Taxes, in lieu of the appeals process described in the Current Business License Ordinance, the following appeals process required by S.C. Code Section 6-1-410 shall apply:

- a) If a taxpayer fails or refuses to pay a Statewide Business License Tax by the date on which it is due, the LRS Business License Official may serve notice of assessment of the Statewide Business License Tax due on the taxpayer by mail or personal service. Within thirty days after the date of postmark or personal service, a taxpayer may request, in writing with reasons stated, an adjustment of the assessment. An informal conference between the LRS Business License Official and the taxpayer must be held within fifteen days of the receipt of the request, at which time the taxpayer may present any information or documents in support of the requested adjustment. Within five days after the conference, the LRS Business License Official shall issue a notice of final assessment and serve the taxpayer by mail or personal service with the notice and provide a form for any further appeal of the assessment by the taxpayer.
- b) Within thirty days after the date of postmark or personal service, the taxpayer may appeal the notice of final assessment by filing a completed appeal form with the LRS Business License Official, by mail or personal service, and by paying to LRS in protest at least eighty percent of the business license tax based on the final

assessment. The appeal must be heard and determined by the Appeals Board. The Appeals Board shall provide the taxpayer with written notice of the hearing and with any rules of evidence or procedure prescribed by the Appeals Board. The hearing must be held within thirty days after receipt of the appeal form unless continued to another date by agreement of the parties. A hearing by the Appeals Board must be held at a regular or specially called meeting of the Appeals Board. At the appeals hearing, the taxpayer and LRS have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The hearing must be recorded and must be transcribed at the expense of the party so requesting. The Appeals Board shall decide the assessment by majority vote. The Appeals Board shall issue a written decision explaining the basis for the decision with findings of fact and conclusions and shall inform the taxpayer of the right to request a contested case hearing before the Administrative Law Court. The written decision must be filed with the LRS Business License Official and served on the taxpayer by mail or personal service. The decision is the final decision of LRS on the assessment.

- c) Within thirty days after the date of postmark or personal service of LRS's written decision on the assessment, a taxpayer may appeal the decision to the Administrative Law Court in accordance with the rules of the Administrative Law Court.

**Secs. ~~6-41~~ 6-47—6-73. Reserved.**

## LOCAL REVENUE SERVICES AGREEMENT

**THIS AGREEMENT**, made and entered into this \_\_\_\_ day of \_\_\_\_\_ A.D., 2023, by and among the Municipal Association of South Carolina (the "Association") and all the parties who are now or may hereafter become participants ("Participants") in South Carolina Local Revenue Services, a division of the Association ("LRS"),

### WITNESSETH:

**WHEREAS**, certain governmental functions may be more efficiently and effectively provided in cooperation with other governments, particularly when the sharing of such functions may deliver economies of scale, avoid redundancies in staffing, facilitate intergovernmental communication and coordination, benefit the citizens and taxpayers of the State by offering single points of contact, and allow retention of highly trained and specialized staff or private contractors in situations in which it would not be cost effective for a single government to retain such professionals;

**WHEREAS**, Article VIII, sec. 13 of the South Carolina Constitution provides that any incorporated municipality "may agree with . . . any other political subdivision for the joint administration of any function and exercise of powers and the sharing of the costs thereof," and that "[n]othing in this Constitution may be construed to prohibit the State or any of its counties, incorporated municipalities, or other political subdivisions from agreeing to share the lawful cost, responsibility, and administration of functions with any one or more governments, whether within or without this State;"

**WHEREAS**, S.C. Code § 4-9-41(A) provides that any "incorporated municipality ... may provide for the joint administration of any function and exercise of powers as authorized by Section 13 of Article VIII of the South Carolina Constitution;"

**WHEREAS**, certain municipalities in the State have determined that it would be effective and efficient to jointly perform certain functions, including without limitation the business license functions more fully described below;

**WHEREAS**, LRS is a division of the Association and a committee of the board of directors of the Association and will establish or continue one or more Revenue Service Programs (as hereinafter defined); and

**WHEREAS**, the Participants, through action of their respective governing bodies, have elected to comply with the conditions of this Agreement and to authorize LRS to perform the functions and exercise the powers herein described;

**NOW, THEREFORE**, for and in consideration of the mutual covenants, promises, and obligations herein contained, which are given to and accepted by each signatory hereof to the other, the parties hereto agree as follows:

**Section 1. Definitions.** As used in this Agreement, the following terms shall have the meanings set forth below:

- (a) "Appeals Board" means the board created pursuant to Section 8 hereof for purposes of hearing and determining appeals under this Agreement.
- (b) "Association" means the Municipal Association of South Carolina.
- (c) "Gross Proceeds" means, with respect to any Revenue Service Program and for any period of calculation, the total amount of Impositions collected by LRS during such period.
- (d) "Imposition" means any tax, fee, rate, charge, fine, penalty, or interest charge that has been lawfully imposed by a Participant and for which a Revenue Service Program has been established. Such Impositions include, without limitation, Statewide Business License Taxes.
- (e) "LRS" means South Carolina Local Revenue Services, established by this Agreement.
- (f) "LRS Board of Directors" means the board of directors of LRS.
- (g) "LRS Business License Official" shall mean the person designated from time to time by the LRS Board of Directors to act as the business license official (as such term is used in S.C. Code §§ 6-1-400 to -420) with respect to one or more Revenue Service Programs. The LRS Board of Directors may, but need not, designate different persons as the LRS Business License Official for different Revenue Service Programs.
- (h) "Participant" means a local government that has become a participant in LRS by applying to LRS for admission and, if approved, accepting the terms of participation in LRS by ordinance and signing this Agreement in counterpart.
- (i) "Net Proceeds" means, with respect to any Revenue Service Program and for any period of calculation, the amount of Gross Proceeds that remain for distribution to Participants after the payment of operation and maintenance expenses (including, without limitation, LRS's compensation) for such period.
- (j) "Revenue Service Programs" means any one or more programs established or continued by LRS to administer, assess, collect, and enforce Impositions. Such Revenue Service Programs may include, without limitation, programs for the administration, assessment, collection, and enforcement of Statewide Business License Taxes.
- (k) "S.C. Code" means the South Carolina Code of Laws of 1976, as amended.
- (l) "State" means the State of South Carolina.
- (m) "Statewide Business License Taxes" means business license taxes that, pursuant to the S.C. Code, are applicable in a manner or at a rate that applies throughout the State. Such business license taxes include without limitation the business license taxes applicable to insurers under Title 38, Chapter 7 of the S.C. Code; to brokers under Title 38, Chapter 45 of the S.C. Code; to telecommunications companies under Title 58, Chapter 9, Article 20 of the S.C. Code; and such other business license taxes as may now or hereafter be made

applicable throughout the State in a manner or at a rate that has been established by State law.

**Section 2. Authorization of LRS.** The municipalities that are initial signatories hereto do hereby establish LRS and authorize it to perform the functions and exercise the powers described in this Agreement. The functions to be performed hereunder are more specifically described in Section 5 below and the powers to be exercised are more specifically described in Section 6 below. The Participants, regardless of their respective dates of admission to LRS, further agree as follows:

- (a) The functions and powers described in this Agreement would be more efficiently and effectively performed and exercised in cooperation with other governments through LRS;
- (b) The Participants shall comply with the conditions of this Agreement and, by joining LRS, shall jointly perform the functions and exercise the powers herein described by contract with LRS.

**Section 3. Participation.** The right to participate in LRS shall be limited to local governments within the State. A qualifying entity may become a Participant by applying to LRS for admission and, if approved, accepting the terms of participation in LRS by ordinance and signing this Agreement in counterpart. LRS shall be sole judge of whether an applicant shall be admitted as a Participant. A Participant may be suspended or expelled by the LRS Board of Directors from LRS, provided that such suspension or expulsion shall not be effective until 30 days after written notice of suspension or expulsion has been mailed to it.

**Section 4. LRS Board of Directors.** LRS shall be governed by a Board of Directors containing five Directors. The members of the Association's Executive Committee (comprising the President, First Vice President, Second Vice President, Third Vice President, and Immediate Past President of the Association) shall serve *ex officio* as Directors of LRS, with terms of office coterminous with their terms as officers of the Association. The President of the Association, or in his or her absence the First Vice President of the Association, shall serve as chair at meetings of the LRS Board of Directors. With respect to LRS's officers, the members of the LRS Board of Directors shall occupy the same offices as they do with respect to the Association.

**Section 5. Functions of LRS.** LRS may, and at the direction of and subject to the control of the LRS Board of Directors shall, establish or continue one or more Revenue Service Programs including, without limitation, for the administration, assessment, collection, and enforcement of Statewide Business License Taxes and other Impositions related to Statewide Business License Taxes. LRS's functions with respect to the Revenue Service Programs shall include, without limitation, training employees; developing resources to assist business license functions; making necessary investigations into entities or individuals subject to Impositions; developing databases for the application, calculation, allocation, and distribution of Impositions; establishing procedures for determining and calculating the amounts due as Impositions; communicating with entities or individuals subject to Impositions; collecting current and delinquent Impositions; initiating, defending, managing, resolving, and settling disputes or litigation matters that affect more than



one Participant; and acquiring, licensing, developing, improving, maintaining, and protecting software and other information technology infrastructure.

**Section 6. Powers of LRS.** LRS shall have the following powers:

- (a) adopt bylaws for the regulation of its affairs and the conduct of its business and prescribe rules and policies and promulgate regulations in connection with the performance of its functions and duties;
- (b) adopt an official seal and alter it at its pleasure;
- (c) maintain an office at a place it determines;
- (d) sue and be sued in its own name and plead and be impleaded;
- (e) require documentation of amounts due from taxpayers, including without limitation by requiring reconciliation reports in which the taxpayer provides sufficient information to verify whether revenues of the taxpayer are appropriate for exclusion as non-municipal revenues and to determine the proper allocation of Impositions among Participants;
- (f) receive, administer, and comply with the conditions and requirements of a gift, grant, or donation of property or money;
- (g) acquire by purchase, lease, gift, or otherwise, or obtain options for the acquisition of, any property, real or personal, improved or unimproved, including an interest in land less than the fee thereof in conformity with state law;
- (h) sell, lease, exchange, transfer, mortgage, or otherwise dispose of, or grant options for any such purposes with respect to, any real or personal property or interest therein in conformity with state law;
- (i) make and execute contracts, agreements, or other undertakings with such agents, service contractors, persons, firms, corporations, and attorneys as it deems appropriate to perform its functions and exercise its powers;
- (j) acquire, license, develop, improve, maintain, and protect software and other information technology infrastructure;
- (k) employ professionals, support staff, attorneys, appraisers, financial advisors, and other consultants and employees as required in the judgment of LRS and fix and pay their compensation from funds available to LRS for that purpose;
- (l) transact any lawful business that will aid the purposes and functions of LRS;
- (m) make payments or donations, or do any other act, not inconsistent with law, that furthers the business and affairs of LRS; and
- (n) do all things necessary or convenient, not inconsistent with law, to further the activities and affairs of LRS

**Section 7. Attorney-in-Fact Designation; Dispute Resolution and Conduct of Litigation.** Each Participant hereby appoints LRS and its designees as its agent and attorney-in-fact to act on its behalf with respect to Impositions. As agent and attorney-in-fact, LRS shall be fully empowered to initiate, defend, manage, resolve, and settle any disputes or litigation (whether in its own name or in the name of the Participants) relating to Impositions owing or payable to one or more Participants; to pay all expenses, costs, and judgments that might be incurred against LRS when acting on behalf of its Participants for communication, investigation, negotiation, enforcement, defense, or settlement with respect to Impositions; and to take all other actions as may be necessary to administer, collect, investigate, enforce, and implement the Revenue Service Programs. Each Participant, pursuant to Rule 17 of the S. C. Rules of Civil Procedure and Rule 17 of the Federal Rules of Civil Procedure, specifically acknowledges the standing of LRS to prosecute a civil action for collection in its behalf and hereby ratifies any such action that LRS may commence.

The LRS Board of Directors may, by majority vote, authorize a third party (including without limitation the Association) to act as attorney-in-fact to the same extent as set forth in this section on behalf of the Participants.

LRS's authority to initiate, defend, manage, resolve, and settle disputes and litigation shall be subject to the following terms and conditions:

- (a) If, with respect to any particular dispute, a proposed compromise or settlement would reduce the amount asserted by LRS to be payable to an individual Participant by more than ten percent (10%) of the total amount remitted by LRS to such Participant in the immediately preceding year for the relevant Revenue Service Program, then, notwithstanding subsections 7(b) and 7(c) below, LRS shall be required to secure the written consent of such Participant before compromising or settling such dispute with respect to such Participant. Otherwise, LRS shall be entitled to compromise or settle such dispute on behalf of each Participant without further authorization by such Participants beyond that contained herein.
- (b) Any proposed compromise or settlement that would result in a reduction of \$100,000 or less from the amount originally claimed to be due and owing by LRS may be approved or denied by LRS without separate approval by the LRS Board of Directors. The LRS Board of Directors shall, by appropriate action from time to time, designate one or more staff members or contractual counterparties who are authorized to compromise or settle such disputes.
- (c) Any proposed compromise or settlement that would result in a reduction of more than \$100,000 from the amount originally claimed to be due and owing by LRS must be approved or denied by the LRS Board of Directors.

- (d) Any proposed compromise or settlement that would result in a waiver of penalties, interest, late charges, or other amounts owing due to late payment of an Imposition must be approved or denied by the LRS Board of Directors.

**Section 8. Appeals Process.** The Participants acknowledge that, pursuant to local ordinances, regulations, and rules, each Participant has its own procedures by which matters relating to the calculation, assessment, and collection of business license taxes may be appealed. With respect to Impositions subject to this Agreement, however, each Participant has enacted a local ordinance by which appeals relating to such Impositions are excluded from the otherwise applicable local ordinance. Each Participant agrees that the appeals process described in this Section shall apply to all appeals relating to Impositions subject to this Agreement. Each Participant hereby consents to the adoption of the appeals process described in this Section; specifically declares its intention that such appeals process shall be deemed an exception to its otherwise applicable local ordinances, regulations, and rules; and agrees that it has or will approve such appeals process by appropriate local action.

- (a) There is hereby created a board for purposes of hearing appeals pursuant to this Section (the "Appeals Board"). The Appeals Board shall contain three members. The President of the Association, the Executive Director of the Association, and the President of the South Carolina Business Licensing Officials Association ("BLOA") shall each serve *ex officio* as members of the Appeals Board, with terms of office coterminous with their terms as officers of the Association or BLOA, as appropriate. The President of the Association, or in his or her absence the Executive Director of the Association, shall serve as chair at meetings of the Appeals Board.
- (b) With respect to the calculation, assessment, and collection of Impositions, the following appeals process, as required by Section 6-1-410, shall apply.
- (1) If a taxpayer fails or refuses to pay an Imposition by the date on which such Imposition is due, the LRS Business License Official may serve notice of assessment of the Imposition due on the taxpayer by mail or personal service. Within thirty days after the date of postmark or personal service, a taxpayer may request, in writing with reasons stated, an adjustment of the assessment. An informal conference between the LRS Business License Official and the taxpayer must be held within fifteen days of the receipt of the request, at which time the taxpayer may present any information or documents in support of the requested adjustment. Within five days after the conference, the LRS Business License Official shall issue a notice of final assessment and serve the taxpayer by mail or personal service with the notice and provide a form for any further appeal of the assessment by the taxpayer.
- (2) Within thirty days after the date of postmark or personal service, the taxpayer may appeal the notice of final assessment by filing a completed appeal form with the LRS Business License Official, by mail or personal service, and by paying to LRS

in protest at least eighty percent of the business license tax based on the final assessment. The appeal must be heard and determined by the Appeals Board. The Appeals Board shall provide the taxpayer with written notice of the hearing and with any rules of evidence or procedure prescribed by the Appeals Board. The hearing must be held within thirty days after receipt of the appeal form unless continued to another date by agreement of the parties. A hearing by the Appeals Board must be held at a regular or specially called meeting of the Appeals Board. At the appeals hearing, the taxpayer and LRS have the right to be represented by counsel, to present testimony and evidence, and to cross-examine witnesses. The hearing must be recorded and must be transcribed at the expense of the party so requesting. The Appeals Board shall decide the assessment by majority vote. The Appeals Board shall issue a written decision explaining the basis for the decision with findings of fact and conclusions and shall inform the taxpayer of the right to request a contested case hearing before the Administrative Law Court. The written decision must be filed with the LRS Business License Official and served on the taxpayer by mail or personal service. The decision is the final decision of LRS on the assessment.

- (3) Within thirty days after the date of postmark or personal service of LRS's written decision on the assessment, a taxpayer may appeal the decision to the Administrative Law Court in accordance with the rules of the Administrative Law Court.

**Section 9. LRS May Be Separately Organized.** Hereafter, the LRS Board of Directors may determine, for corporate governance, recordkeeping, and operational purposes, that LRS should be established as a separate entity, either under the South Carolina Nonprofit Corporation Act, currently codified at Title 33, Chapter 31 of the S.C. Code, or otherwise. If the LRS Board of Directors so determines, it may take all such actions as may be necessary to organize LRS as a separate entity without further approval by the Participants, provided that such organization shall not otherwise vary or modify the terms of this Agreement except to the extent necessary to reflect the new organizational structure of LRS.

**Section 10. Participation in a Revenue Service Program.** A Participant may elect to participate in a Revenue Service Program by signing and delivering a separate supplement to this Agreement with respect to such Revenue Service Program (each, a "Participant Program Supplement"). The Participant Program Supplements shall be substantially identical within each Revenue Service Program. The form of the Participant Program Supplement is attached hereto as Appendix A.

**Section 11. Collection of Impositions; Distributions; Payment for Services; Prohibition on Lobbying Activity.**

- (a) LRS shall collect, subject to the Participant Program Supplements, all Impositions subject to this Agreement.

- (b) The Participants will compensate LRS for its services. Initially, such compensation shall be in the amount of four percent of Gross Proceeds collected for the benefit of each Participant within each Revenue Service Program, subject to any volume discount approved from time to time by the LRS Board of Directors, together with any interest earned on funds held on deposit prior to disbursement. The Participants acknowledge that this amount represents operating expenses payable to LRS for services rendered. For accounting and recordkeeping purposes, LRS will apply this rate to each Participant separately within each Revenue Service Program. Hereafter, and notwithstanding Section 13 below, the LRS Board of Directors by majority vote may amend the compensation method by giving notice to all participating Participants at least ninety days prior to the effective date of such amendment. Such amendment shall become effective after the ninety-day notice period with respect to each Participant without further action by such Participant, provided that such Participant may withdraw from participation at any time within ninety days after notice of the amendment is provided.
- (c) LRS will regularly, and not less than once in each calendar quarter, distribute the Net Proceeds to Participants.
- (d) No funds or personnel of LRS may be used or employed to influence any election; support or oppose any partisan organization; support or oppose the enactment, repeal, or modification of any federal or state legislation; or seek to influence any federal or state local government officials in the discharge of their official functions.

**Section 12. Fiscal Year.** LRS shall operate on a fiscal year from 12:01 a.m. January 1 of each year to 12:00 midnight December 31 of the succeeding year (the “LRS Year”). Application for participation, when approved in writing by LRS shall constitute a continuing contract for each succeeding LRS Year unless cancelled by LRS.

**Section 13. Amendment.** This Agreement may be amended by an agreement executed by those Participants constituting a majority of the Participants in LRS during the current LRS Year. In lieu of this amendment procedure, the Participants hereby appoint a 4/5 majority (i.e., at least four Directors) of the LRS Board of Directors agents to make any amendments to this Agreement that would not fundamentally alter the contemplated arrangement. Written notice of any amendment proposed for adoption by the LRS Board of Directors shall be mailed to each Participant not less than 30 days in advance. Written notice of amendments finally adopted by the LRS Board of Directors shall be mailed to each Participant not more than 30 days after adoption.

**Section 14. Terms Applicable on Admission.** Any entity that formally applies to participate in LRS and is accepted by LRS shall thereupon become a party to this Agreement and be bound by all of the terms and conditions hereof. A Participant may withdraw from participation by delivery of written notice of withdrawal at least 90 days prior to the end of an LRS Year, to be effective as of the end of such LRS Year.

**Section 15. Term; Dissolution.** LRS has been established with the bona fide intention that it shall be continued in operation indefinitely and that the contributions to LRS shall continue for an indefinite period. However, the LRS Board of Directors reserves the right at any time to terminate LRS by a written instrument to that effect executed by at least four-fifths (4/5) of the members of the LRS Board of Directors. Such written termination notice shall be delivered to each Participant no less than 120 days prior to the effective date of termination. In the event of such termination, Participant contributions shall cease as of the date of termination and the assets then remaining in the fund shall continue to be used and applied, to the extent available, for the (a) payment of claims arising prior to such termination and (b) payment of reasonable and necessary expenses incurred in such termination. Any monies or other assets thereafter remaining in LRS shall be distributed pro rata to the Participants in LRS as of the day of termination. In no event shall any such assets be returned or distributed to any individual. Upon such termination, the LRS Board of Directors shall continue to serve for such period of time and to the extent necessary to effectuate termination of LRS.

*[signatures appear on following page]*

**IN WITNESS WHEREOF**, the Participants listed below acknowledge their participation in LRS and acceptance of obligations thereunder, by the due execution hereof, following appropriate governmental body approval, by its mayor or other duly authorized official. Further, LRS has caused these presents to be signed by its President and attested by its Vice President.

**MUNICIPAL ASSOCIATION OF SOUTH CAROLINA**

---

B. Todd Glover, Executive Director

**LOCAL REVENUE SERVICES, A DIVISION OF THE  
MUNICIPAL ASSOCIATION OF SOUTH CAROLINA**

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Mayor Rick Osbon, President of LRS

**ATTEST:**

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Mayor Barbara Blain-Bellamy, Vice President of LRS

**PARTICIPANT SIGNATURE PAGE**

**TOWN OF BLUFFTON, SOUTH CAROLINA**

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Name: Stephen Steese

Title: Town Manager

**ATTEST:**

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Name: Kimberly Gammon

Title: Town Clerk of Bluffton



## APPENDIX A: FORM OF PARTICIPANT PROGRAM SUPPLEMENT

**WHEREAS**, the Town of Bluffton (the "Municipality") has applied for and been approved to participate in South Carolina Local Revenue Services ("LRS");

**WHEREAS**, the Municipality has executed a counterpart of the Local Revenue Services Agreement (the "Agreement") by and among itself and all other participants in LRS;

**WHEREAS**, capitalized terms used and not otherwise defined herein have the meaning given to such terms in the Agreement;

**WHEREAS**, pursuant to the Agreement, LRS has established Revenue Service Programs for Statewide Business Licenses and other Impositions; and

**WHEREAS**, the Municipality now desires to agree to participate in one or more Revenue Service Programs;

**NOW, THEREFORE**, the Municipality hereby agrees with LRS as follows:

**Section 1. Participation in Revenue Service Programs.** The Municipality hereby elects and agrees to participate in the following Revenue Service Programs: ITP / BTP / TTP.

**Section 2. Term.** This Participant Program Supplement is effective until December 31, 2023, and shall continue from year-to-year thereafter until terminated by either party upon notice delivered in writing given at least 90 days prior to the next upcoming December 31.

**Section 3. Payment for Services.** The Municipality agrees that it will compensate LRS for its services as set forth in the Agreement. Initially, such compensation shall be in the amount of four percent of Gross Proceeds collected for the benefit of the Municipality within each Revenue Service Program, subject to any volume discount approved from time to time by the LRS Board of Directors, together with any interest earned on funds held on deposit prior to disbursement. The Municipality acknowledges that this amount represents operating expenses payable to LRS for services rendered. For accounting and recordkeeping purposes, LRS will apply this rate to the Municipality separately within each Revenue Service Program.

**Section 4. Expenses; Fund Accounting.** (a) The rate for services established herein shall be inclusive of all administrative expenses of LRS, except legal expenses incurred in connection with the services rendered. Legal expenses incurred by LRS are not included in the base rate and shall be prorated to all Participants in direct relationship to the disbursements of the Revenue Service Program to which the legal expenses relate.

(b) LRS will deposit all funds received in an appropriate account for which accurate records will be maintained. Business license taxes collected for the Municipality, less the service charge herein agreed to, will be disbursed to the Municipality on or before March 1 of each calendar year and thereafter as remaining collections permit.

**Section 5. Special Provisions for BTP.** (a) Pursuant to Title 38, Chapter 45 of the South Carolina Code of Laws (the "Brokers Insurance Statute"), the Municipality designates the Municipal

Association of South Carolina as the municipal agent to act on behalf of the municipality for the purposes of the Brokers Insurance Statute.

(b) The Brokers Insurance Statute governs the receipt from the South Carolina Department of Insurance (“DOI”) and distribution to the Municipality of all municipal premium taxes from brokers for non-admitted surplus lines insurance. Upon receipt of the taxes from the DOI, LRS will deposit all funds received in an appropriate account for which accurate records will be maintained. Taxes will be disbursed to the Municipality, less the service charge herein agreed to, as collections permit.

## PARTICIPANT PROGRAM SUPPLEMENT

**WHEREAS**, the Town of Bluffton (the “Municipality”) has applied for and been approved to participate in South Carolina Local Revenue Services (“LRS”);

**WHEREAS**, the Municipality has executed a counterpart of the Local Revenue Services Agreement (the “Agreement”) by and among itself and all other participants in LRS;

**WHEREAS**, capitalized terms used and not otherwise defined herein have the meaning given to such terms in the Agreement;

**WHEREAS**, pursuant to the Agreement, LRS has established Revenue Service Programs for Statewide Business Licenses and other Impositions; and

**WHEREAS**, the Municipality now desires to agree to participate in one or more Revenue Service Programs;

**NOW, THEREFORE**, the Municipality hereby agrees with LRS as follows:

**Section 1. Participation in Revenue Service Programs.** The Municipality hereby elects and agrees to participate in the following Revenue Service Programs: ITP / BTP / TTP.

**Section 2. Term.** This Participant Program Supplement is effective until December 31, 2023, and shall continue from year-to-year thereafter until terminated by either party upon notice delivered in writing given at least 90 days prior to the next upcoming December 31.

**Section 3. Payment for Services.** The Municipality agrees that it will compensate LRS for its services as set forth in the Agreement. Initially, such compensation shall be in the amount of four percent of Gross Proceeds collected for the benefit of the Municipality within each Revenue Service Program, subject to any volume discount approved from time to time by the LRS Board of Directors, together with any interest earned on funds held on deposit prior to disbursement. The Municipality acknowledges that this amount represents operating expenses payable to LRS for services rendered. For accounting and recordkeeping purposes, LRS will apply this rate to the Municipality separately within each Revenue Service Program.

**Section 4. Expenses; Fund Accounting.** (a) The rate for services established herein shall be inclusive of all administrative expenses of LRS, except legal expenses incurred in connection with the services rendered. Legal expenses incurred by LRS are not included in the base rate and shall be prorated to all Participants in direct relationship to the disbursements of the Revenue Service Program to which the legal expenses relate.

(b) LRS will deposit all funds received in an appropriate account for which accurate records will be maintained. Business license taxes collected for the Municipality, less the service charge herein agreed to, will be disbursed to the Municipality on or before March 1 of each calendar year and thereafter as remaining collections permit.

**Section 5. Special Provisions for BTP.** (a) Pursuant to Title 38, Chapter 45 of the South Carolina Code of Laws (the “Brokers Insurance Statute”), the Municipality designates the Municipal

Association of South Carolina as the municipal agent to act on behalf of the municipality for the purposes of the Brokers Insurance Statute.

(b) The Brokers Insurance Statute governs the receipt from the South Carolina Department of Insurance (“DOI”) and distribution to the Municipality of all municipal premium taxes from brokers for non-admitted surplus lines insurance. Upon receipt of the taxes from the DOI, LRS will deposit all funds received in an appropriate account for which accurate records will be maintained. Taxes will be disbursed to the Municipality, less the service charge herein agreed to, as collections permit.

**TOWN OF BLUFFTON, SOUTH CAROLINA**

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Name: Stephen Steese

Title: Town Manager

**ATTEST:**

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Name: Kimberly Gammon

Title: Town Clerk of Bluffton

Date: February 28, 2023

To: Mayors, Managers, Administrators, Clerks and  
Local Revenue Service Contacts

From: Caitlin Cothran, Manager for Local Revenue Services

Re: Ordinance, Agreement, and Supplement for Local Revenue Service Programs  
**PROMPT ACTION REQUIRED**

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For many years, the Municipal Association has offered collection programs for certain business license taxes. These programs include the Insurance Tax Collection Program, the Brokers Tax Collection Program, and the Telecommunication Tax Program. The Municipal Association has collectively rebranded these programs as Local Revenue Services and has renamed the three business license programs as the Insurance Tax Program (ITP), the Brokers Tax Program (BTP), and the Telecommunication Tax Program (TTP).

In addition, by Act 176 of 2020,<sup>1</sup> the General Assembly standardized business licensing in the State of South Carolina. Following the adoption of this Act, the Municipal Association provided a revised model business license ordinance. Every municipality in the State has adopted a revised business license ordinance based on Act 176 and the new model ordinance.

As a result of the Local Revenue Services rebranding and the adoption of new local business license ordinances under Act 176, the Association is required to update the ordinances and agreement by which municipalities may participate in Local Revenue Services. Please note as follows:

- There are THREE attachments to this memo: (1) an ordinance to participate in Local Revenue Services, (2) an intergovernmental agreement for the programs, and (3) a program participant supplement by which a municipality elects which programs to join.
- In order to continue to participate in Local Revenue Services, **your municipality must (1) enact the attached ordinance and, (2) once the ordinance is enacted, sign the attached agreement and supplement.**
- The ordinance must be **completed where highlighted and then enacted exactly as written.**
- The agreement must be **signed exactly as written.**
- The supplement must be **completed where highlighted and then signed exactly as written.**
- The Setoff Debt Program is not affected by the attached documents, which relate only to ITP, BTP, and TTP.
- The Association must have a certified copy of your amended ordinance, together with the original signed agreement and supplement, by **May 26, 2023**. We will send you a copy of the final agreement with the Municipal Association's signature for your file. If you require an original signed agreement for your files, provide two signed agreements to the Municipal Association.

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<sup>1</sup> The Business License Standardization Act, found at S.C. Code Sec. 6-1-400 to -420.

The new program documents will not substantially change the operation of the Local Revenue Services programs from your perspective. The Municipal Association will continue to administer and collect business license taxes within ITP, BTP, and TTP. The rates for the Municipal Association's services will remain exactly the same as they are now. Finally, distributions of collected amounts will be made in the same manner and at approximately the same times as they are now.

The substantial changes to the Local Revenue Services programs are as follows:

- The new agreement is an intergovernmental agreement among all of the participating governments, rather than a series of standalone agreements.
- Local Revenue Services will act in its own name as a division of the Municipal Association and will be governed by a committee of the Municipal Association's Board of Directors.
- The terms on which the Municipal Association is delegated the authority to resolve litigation on behalf of its members have been clarified.
- An appeals process, as required by and consistent with Act 176, has been formally adopted.

If you have questions about the attached documents, please contact Caitlin Cothran at (803) 354-4786 or [ccothran@amsc.sc](mailto:ccothran@amsc.sc).

If your municipal attorney has questions about the attached documents, please direct him or her to contact Eric Shytle, General Counsel of the Municipal Association, at (803) 933-1214 or [eshytle@masc.sc](mailto:eshytle@masc.sc).

Recommendation of Motion

“I make a motion to approve an Amendment to Town of Bluffton Code of Ordinances, Chapter 6, Business and Business Regulations, adding Division 1. – Local Business Licenses and Division 2. – Business Licenses for Insurers, Brokers, and Telecommunications Providers to add Article II, Business Licenses and Regulations, Authorizing and Directing the Town of Bluffton to Enter into an Intergovernmental Agreement Relating to South Carolina Revenue Services; to Participate in one or more Local Revenue Service Programs, to Execute and Deliver One or More Participant Program Supplements, and other Matters Relating Thereto.”

TOWN COUNCIL



STAFF REPORT  
Department of Growth Management

MEETING DATE:	May 9, 2023
PROJECT:	Consideration of Approval of an Amendment to the Master Plan for Village at Verdier within the Village at Verdier Planned Unit Development to Remove a Previously Approved Residential Access Point on Approximately 124.2 Acres Located East of SC Highway 170 at Seagrass Station Road
PROJECT MANAGER:	Kevin Icard, Director of Growth Management

**REQUEST:** Town Staff requests Town Council to approve an amendment to the existing Master Plan for Village at Verdier, aka Seagrass Station (Attachments 2 and 3).

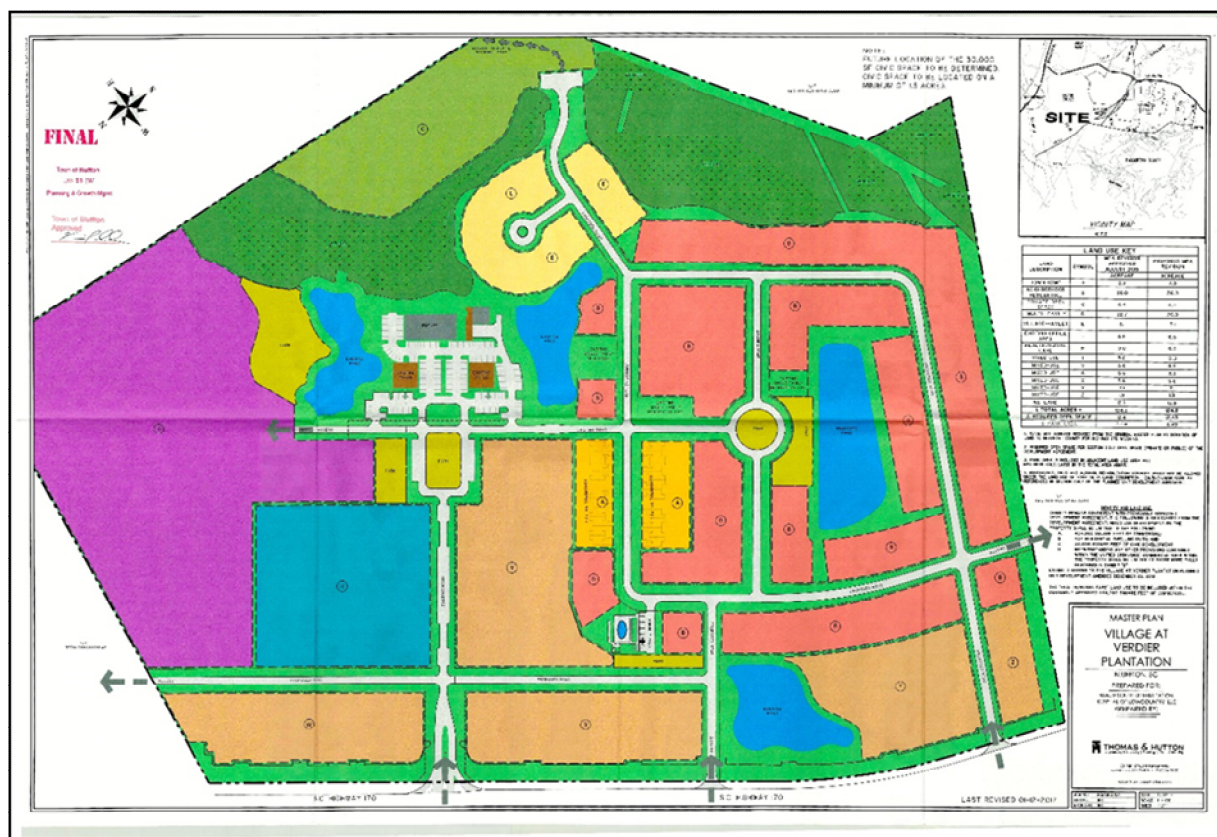
**INTRODUCTION:** The Applicant, Dan Keefer of Witmer Jones Keefer, Ltd, with authorization of the property owners, Charlie and Brown LLC and Bright Holdings LLC, is requesting approval for an amendment to the currently approved Master Plan for Village at Verdier (Attachment 4). More specifically, the amendment request includes:

1. Removal of a previously approved residential access point connection to SC Highway 170 (Okatie Highway) between Parcels Y and Z.
2. At the request of Town Staff, the master plan has been further amended to reflect changes that have occurred on the ground during the development of Village at Verdier since the master plan was approved. (Attachments 5 and 6).

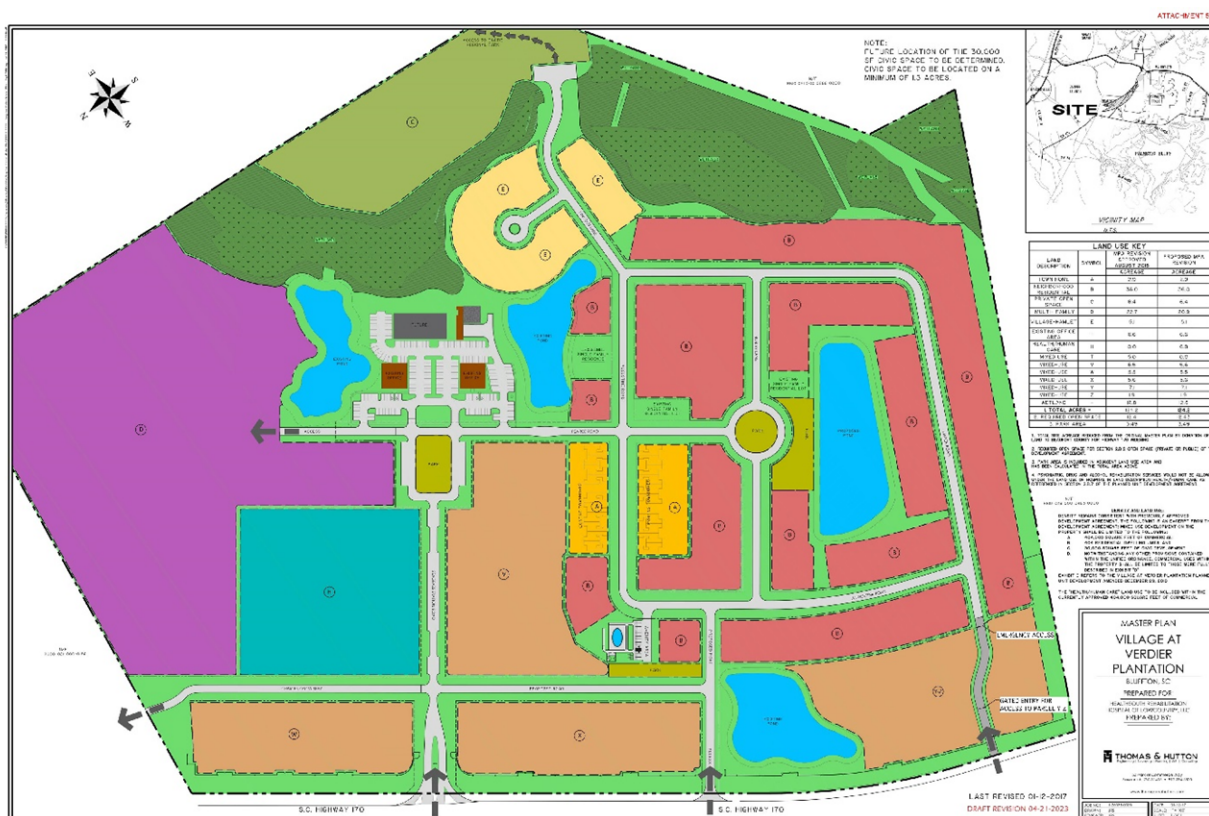
**BACKGROUND:** The Village at Verdier Development Agreement and Initial Master Plan were originally approved in 2002. Since 2002, the Village at Verdier Master Plan has been amended twice, with the most recent amendment approved by Town Council on January 10, 2017 (Attachment 4). While the subject parcels of this master plan amendment request are currently vacant, portions of the Village at Verdier PUD have been developed. There are existing paved roads, utility infrastructure and developed residential and commercial areas. The current master plan shows Parcel X as having access from Seagrass Station Road and directly from SC Highway 170, while Parcels Y and Z share an access directly from SC Highway 170. All three parcels also have internal access from the Seagrass Station residential development in Parcel B.

The Applicant is acting on behalf of Charlie and Brown LLC (the developer), who are the current owner of Parcels Y and Z, and are currently under contract to purchase Parcel X. The developer is proposing a Car Village facility for an automotive enthusiast’s club on Parcels Y and Z, which includes buildings for private and common use by members of the club. This use was approved as a permitted use by the Town of Bluffton Board of Zoning Appeals on June 28, 2022.





### Existing Master Plan



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*Proposed Master Plan*

A preliminary development plan for the proposed Car Village development was heard at the September 21, 2022, meeting of the Development Review Committee. While the current master plan shows a through road connection between Parcels Y and Z from SC Highway 170 to the residential properties in Parcel B, the preliminary site plan for the proposed Car Village development shows the road as gated access/emergency access (Attachment 7). The Applicant has provided a letter from the Seagrass Station Single Family Homeowners Association stating that “68% of the (homeowner) membership prefer an emergency access only gate between Hagar Road and Car Village to be constructed at the sole expense of the owners of Car Village” (Attachment 8). Town Staff also met with the Seagrass Station HOA Community Manager who verified that the homeowners in Seagrass Station would prefer that the road connection serve as emergency access only and not a permanent through street.

Comments on the current master plan amendment were reviewed at the November 23, 2022, meeting of the Development Review Committee (Attachment 9). The Applicant addressed the DRC comments in a December 2, 2022, resubmittal that included a traffic memo addressing the traffic impacts of the proposed roadway changes requested in this master plan amendment (Attachment 10). The purpose of this traffic memorandum is to show traffic impacts of the proposed roadway changes compared to the currently approved Village at Verdier Master Plan. In the summary of the traffic memorandum, it is noted that “Based on the capacity analysis, removing access to Hager Street will have a minimal impact on the surrounding roadway network”.

**PLANNING COMMISSION RECOMMENDATION:** The Town of Bluffton’s Planning Commission voted at the January 25, 2023, meeting to recommend to Town Council to approve the Village at Verdier Master Plan Amendment subject to the following conditions:

1. Replace a previously approved residential road connection between Parcels Y and Z with a gated, emergency access road; and
2. Remove a previously approved road in Parcel X. *(Note: This request has been withdrawn by the Applicant.)*

**PREVIOUS TOWN COUNCIL MEETING AND FOLLOW-UP:** On March 14, 2023, Town Council approved a motion to table the request until such time as Town Staff and the Developer attend a Seagrass Station Single Family Property Owners Association. The intent of the meeting would be to present the applicant’s request to the association and allow the association members the opportunity to provide comment.

On April 27, 2023, the request was presented by Town Staff at a regularly scheduled zoom meeting of the Seagrass Station Single Family Property Owners Association. There was a total of 19 attendees including the applicant and developer. Several attendees spoke in favor of replacing a previously approved residential road connection between Parcels Y and Z with a gated, emergency access road. No attendees spoke in opposition to this request.

**REVIEW CRITERIA & ANALYSIS**

The Planning Commission is required to consider the criteria set forth in Section 3.9.3 of the Unified Development Ordinance in assessing an application for a Master Plan. These criteria are provided below followed by a Staff Finding(s).

**1. Section 3.9.3.B. Promotion of and consistency with the land use goals, environmental objectives and overall intent of the policies within the Comprehensive Plan.**

*Finding. The requested master plan amendment results in minor modifications to the transportation network.*

The vision of the Village at Verdier master plan is to create a mixed-use, live-work-play community, which is consistent with the Comprehensive Plan's vision of a balance of land uses to ensure a high quality of life, business opportunity, environmentally protected areas and proper placement of commercial uses.

**2. Section 3.9.3.C. Consistency with the intent of the Planned Unit Development Zoning District as prescribed in this Ordinance.**

*Finding. The application is consistent with the Town of Bluffton Zoning and Development Standards Ordinance that applies to the Village at Verdier Plantation Planned Unit Development Master Plan.*

The Village at Verdier was designed to be a mixed-use development divided into five planning areas. The parcels that are the subject of this amendment are within the Commercial Area and the use has been established as a permitted use.

**3. Section 3.9.3.D. As applicable, consistency with the provisions of the associated Development Agreement and/or PUD Concept Plan.**

*Finding. The application is consistent with the provisions of the Village at Verdier Development Agreement.*

The proposed change to the Master Plan will not affect the permitted uses or overall density cap for commercial development.

**4. Section 3.9.3.E. Compatibility of proposed land uses, densities, traffic circulation and design with adjacent land uses and environmental features, as well as the character of the surrounding area.**

*Finding. The application is compatible with the surrounding area.*

The application does not request a change in land use or an increase in development density. The change in traffic circulation is supported by the adjacent homeowner's association and the submitted traffic report finds that removing the parallel road and the access to Hagar Street will have minimal impact on the surrounding road network.

5. **Section 3.9.3.F.** Ability to be served by adequate public services, including, but not limited to, water, sanitary sewer, roads, police, fire, and school services. For developments that have the potential for significant impact on infrastructure and services the applicant shall be required to provide an analysis and mitigation of the impact on transportation, utilities, and community services.

*Finding. The property is able to be served by adequate public services.*

*The Village at Verdier Development Agreement has previously provided an analysis and mitigation measures on the impact on transportation, utilities, and community services within. In addition, the Applicant has provided a traffic report that finds that removing the parallel road and the access to Hagar Street will have minimal impact on the surrounding road network.*

6. **Section 3.9.3.G.** Demonstration of innovative site planning techniques that improve upon the standards in other allowable Town of Bluffton zoning districts with the purpose of enhancing the Town of Bluffton's health, safety and welfare.

*Finding. The Master Plan includes innovative site planning techniques that enhance the Town's health, safety, and welfare.*

The vision of the Village at Verdier master plan is to create a mixed-use, live-work-play community. The site is being developed using the best practices in stormwater management and design guidelines. Pedestrian connections will be provided to connect the development to the existing pedestrian network and proposed commercial development along SC Highway 170.

7. **Section 3.9.3.H.** Ability of the site to sufficiently accommodate the densities and land use intensities of the proposed development.

*Finding. The requested amendment to the master plan does not impact the previously approved densities and land use intensities of the Village at Verdier Development Agreement and Master Plan.*

8. **Section 3.9.3.I.** Conformance with adopted or accepted plans, policies, and practices of the Town of Bluffton.

*Finding. The requested master plan amendment results in minor modifications to the transportation network and is in conformance with adopted or accepted plans, policies, and practices of the Town.*

**TOWN COUNCIL ACTION:** Town Council has the authority to take the following action:

- Approve the application as submitted by the Applicant;
- Approve the application with conditions; or
- Deny the application as submitted by the Applicant

**NEXT STEPS:** Town Council consideration of the request by majority vote.

Master Plan Amendment Procedure	Step Completed	Date Completed
Step 1. Pre-Application Meeting	✓	September 22, 2022
Step 2. Application Check-In Meeting	✓	October 17, 2022
Step 3. Review by UDO Administrator	✓	October 17, 2022
Step 4. Development Review Committee	✓	November 23, 2022
Step 5. Planning Commission Recommendation	✓	January 25, 2023
Step 6. Town Council Consideration of Master Plan Amendment	<b>TABLED</b>	March 14, 2023
Step 6. Town Council Consideration of Master Plan Amendment	✓	May 9, 2023

**ATTACHMENTS:**

1. Town Council Presentation
2. Application and Narrative
3. Location Map
4. Existing Master Plan
5. Proposed Master Plan
6. Proposed Master Plan (Annotated)
7. Car Village Preliminary Site Plan
8. Homeowner's Association Letter
9. DRC Comments\_11-23-22
10. Verdier Master Plan Traffic Report

# *Master Plan Amendment Village at Verdier*

*May 9, 2023*

*Town Council*



# *Tabled Items*

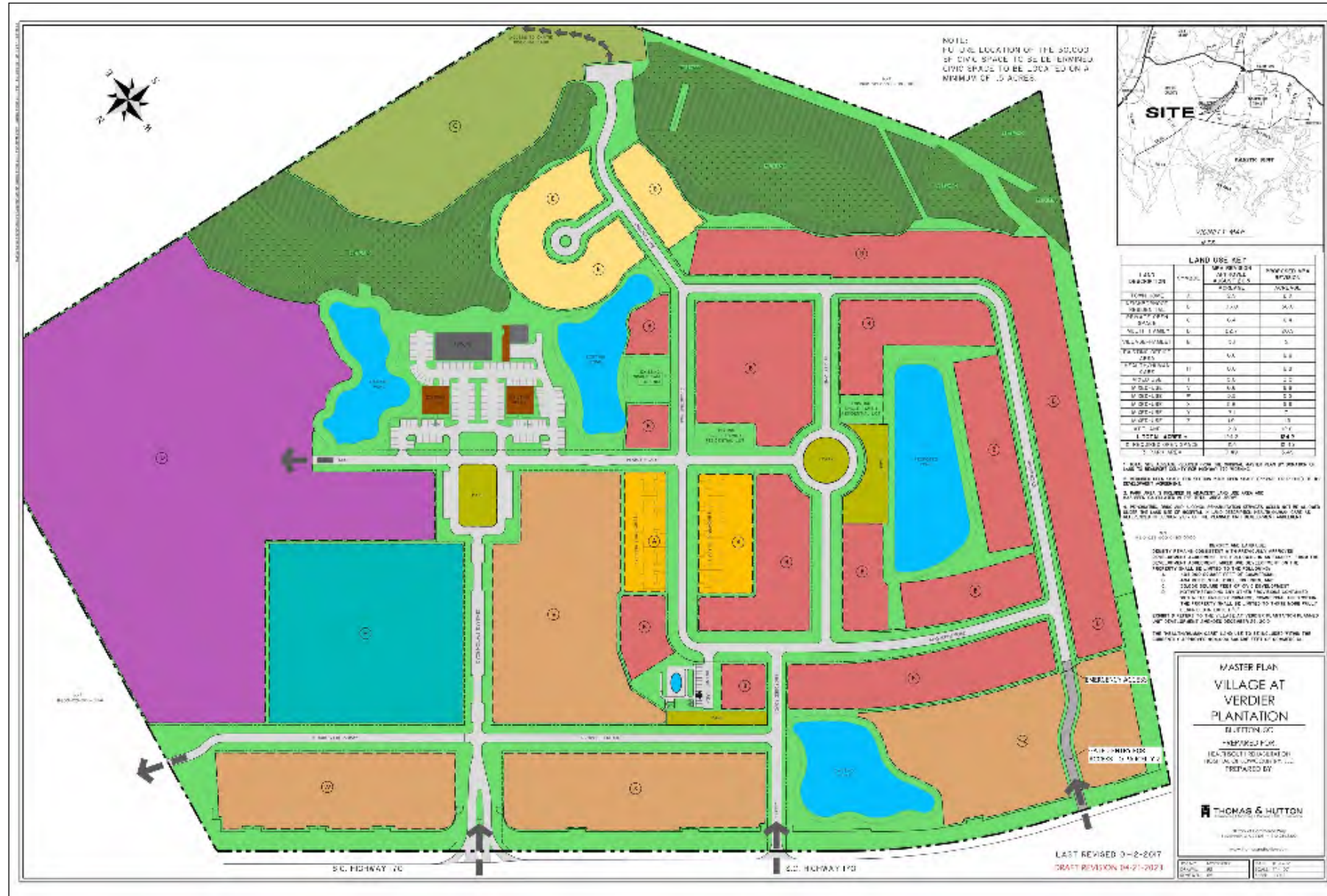
- On March 14, 2023, Town Council approved a motion to table the request until such time as Town Staff and the Developer attend a Seagrass Station Single Family Property Owners Association.
  - The intent of the meeting would be to present the applicant's request to the association and allow the association members the opportunity to provide comment.
- On April 27, 2023, the request was presented by Town Staff at a regularly scheduled zoom meeting of the Seagrass Station Single Family Property Owners Association.
  - There was a total of 19 attendees including the applicant and developer.
  - Several attendees spoke in favor of replacing a previously approved residential road connection between Parcels Y and Z with a gated, emergency access road.
  - No attendees spoke in opposition to this request.





# Proposed Master Plan

Section X. Item #4.





# Aerial Location Map

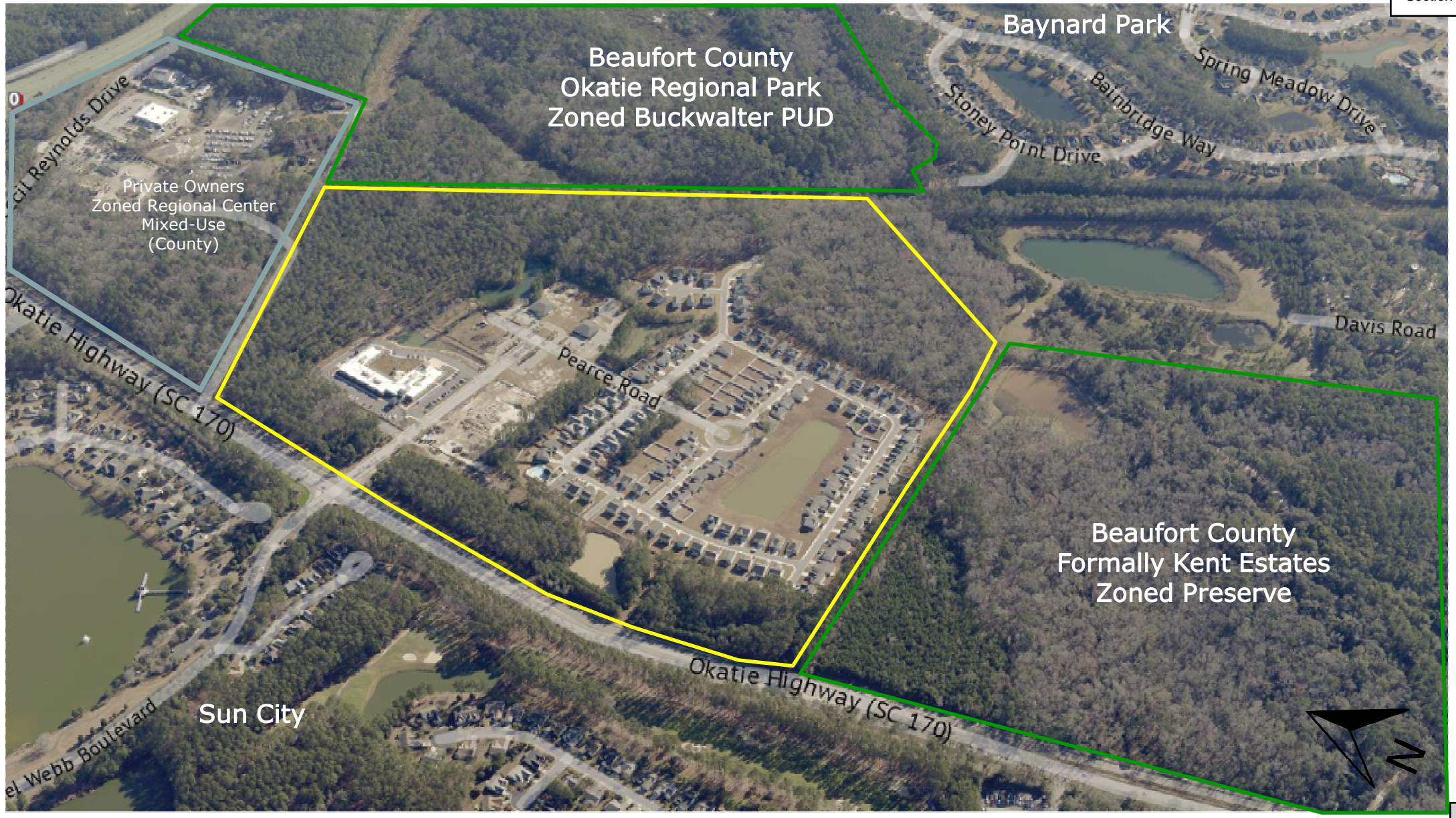
Section X. Item #4.





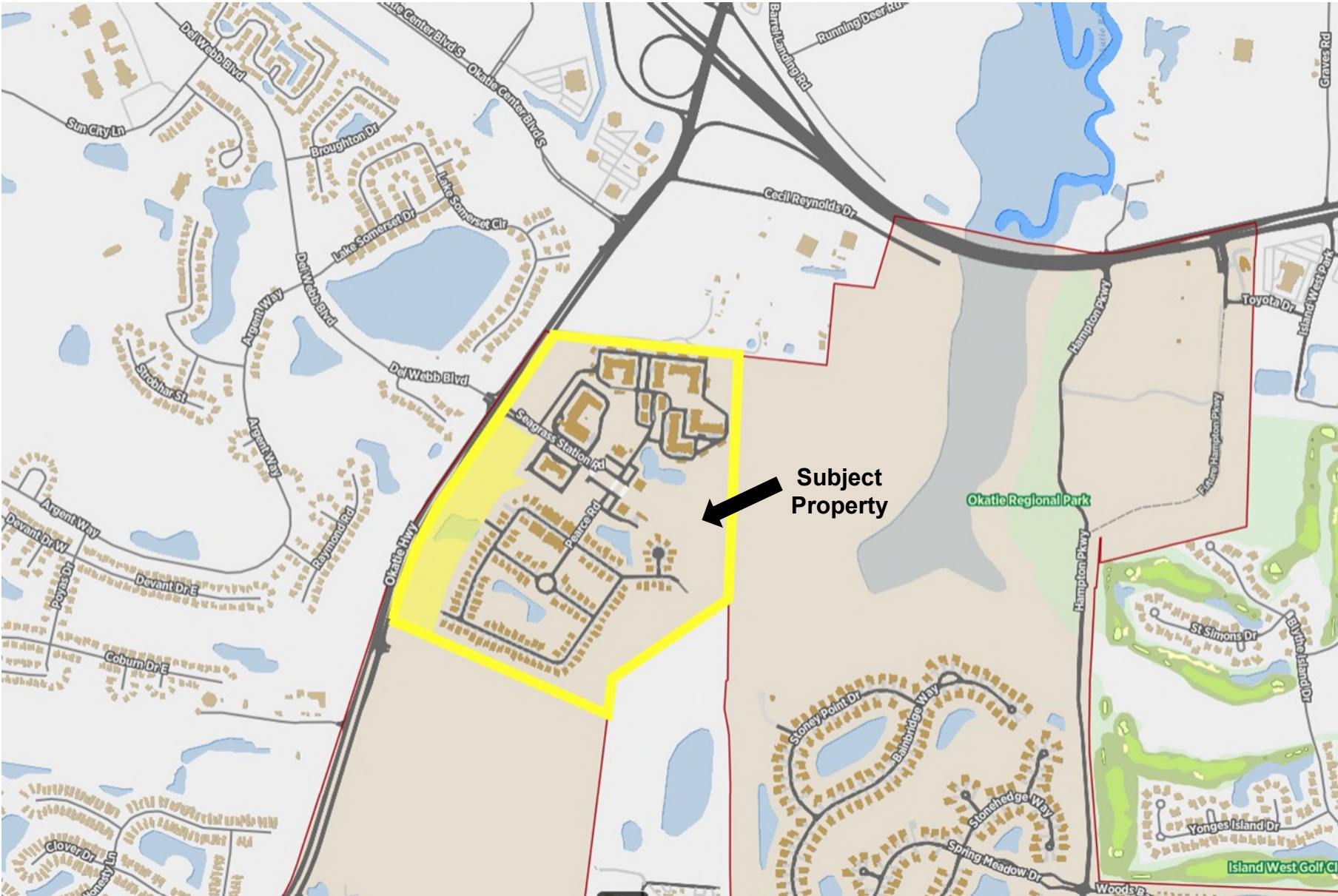
# Aerial Location Map

Section X. Item #4.





# Location Map

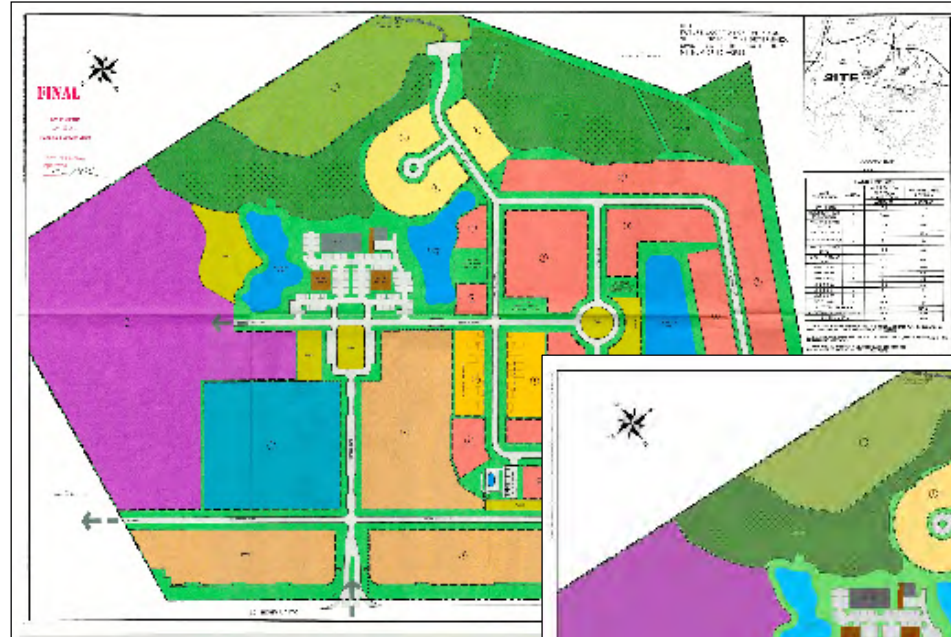


# Requested Change

The Applicant, Dan Keefer of Witmer Jones Keefer, Ltd, with authorization of the property owners, Charlie and Brown LLC and Bright Holdings LLC, is requesting approval for an amendment to the currently approved Master Plan for Village at Verdier located in the Village at Verdier Planned Unit Development.

More specifically, the amendment requests includes:

1. Replacing a previously approved residential road connection between Parcels Y and Z with a gated, emergency access road.
2. Per Town Staff request, the master plan has been further amended to reflect changes that have occurred on the ground during the development of Village at Verdier since the master plan was approved.



EXISTING



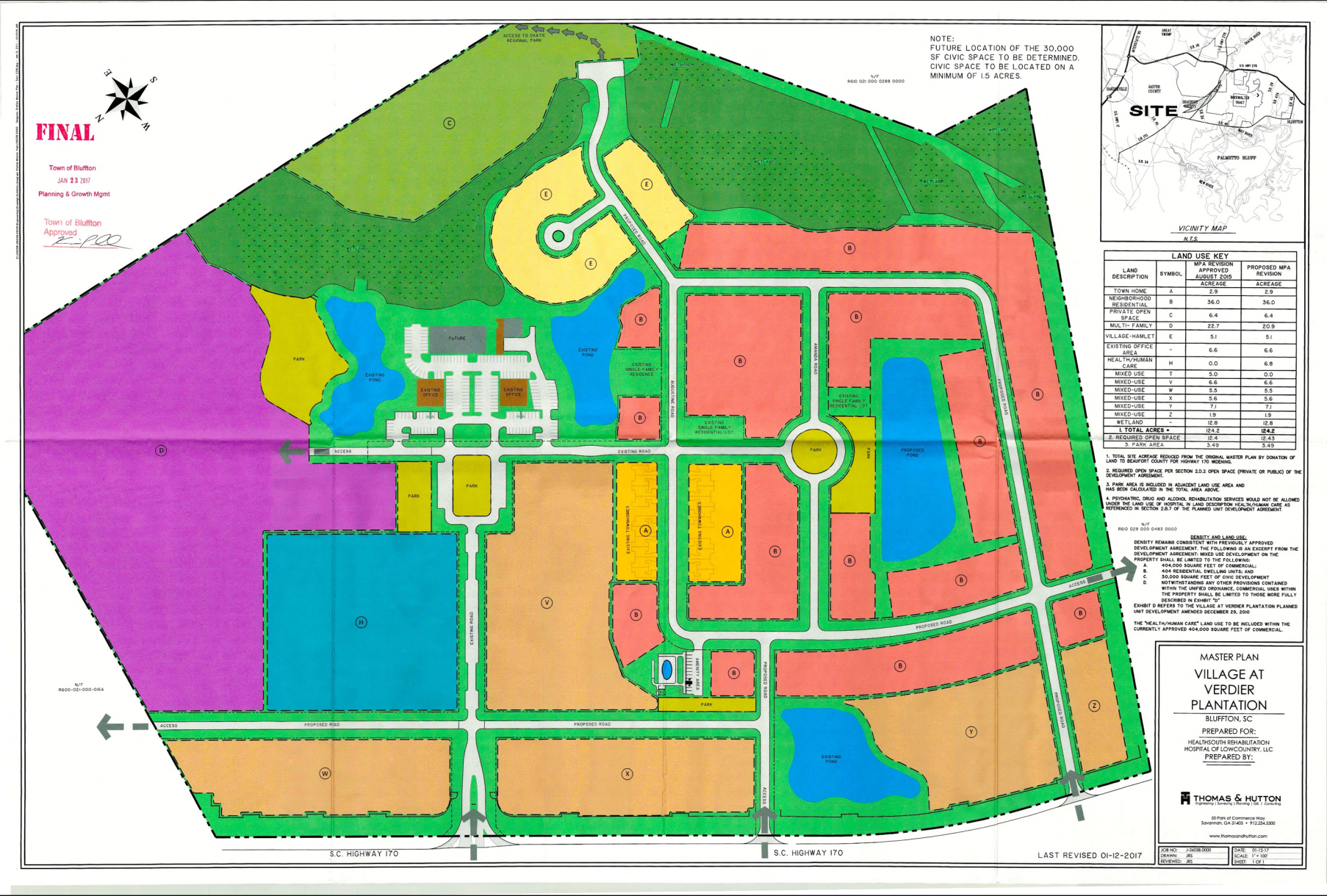
PROPOSED





Existing Master Plan

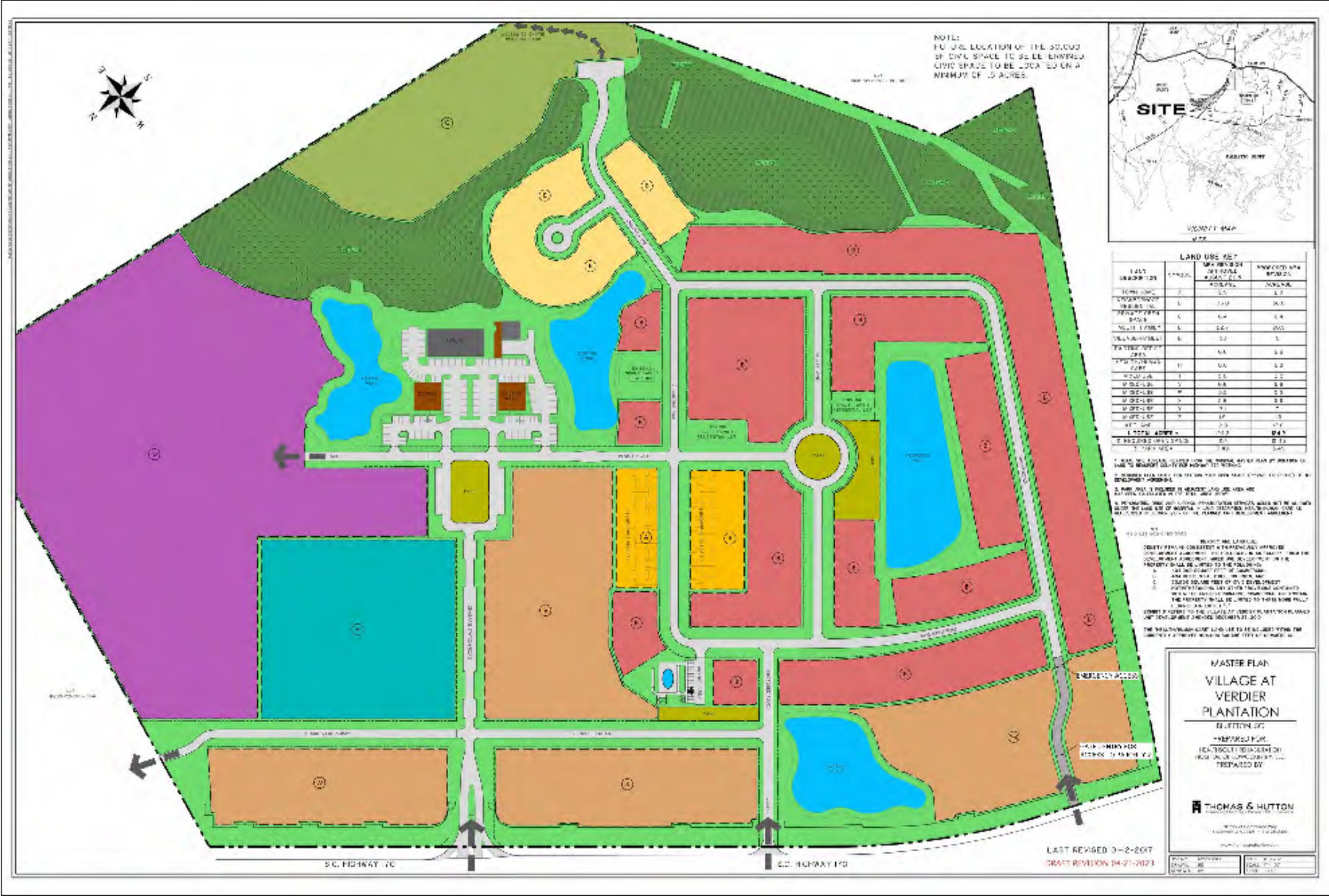
Section X. Item #4.





# Proposed Master Plan

Section X. Item #4.



Village at Verdier– Master Plan Amendment

# *Planning Commission Recommendation*

On January 25, 2023, the Town of Bluffton Planning Commission recommended approval, with conditions, of the Master Plan Amendment for the Village at Verdier Master Plan. The conditions of approval were as follows:

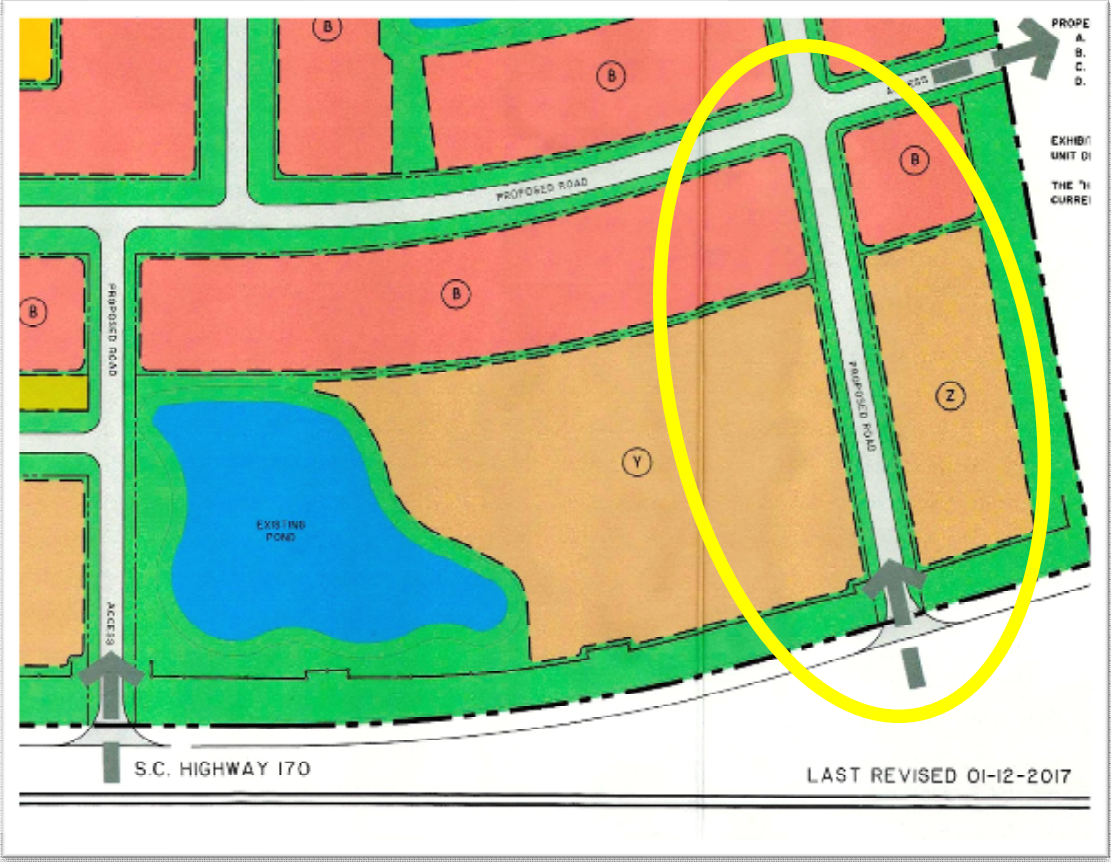
1. Replace a previously approved residential road connection between Parcels Y and Z with a gated, emergency access road; and
2. Remove a previously approved road in Parcel X.  
(The applicant has withdrawn this request)





# Proposed Master Plan Amendment

*Public access replaced with gated, emergency access*



*Existing*



*Proposed*





# Review Criteria

1. Section 3.9.3.B. Promotion of and consistency with the land use goals, environmental objectives and overall intent of the policies within the Comprehensive Plan.
2. Section 3.9.3.C. Consistency with the intent of the Planned Unit Development Zoning District as prescribed in this Ordinance.
3. Section 3.9.3.D. As applicable, consistency with the provisions of the associated Development Agreement and/or PUD Concept Plan.
4. Section 3.9.3.E. Compatibility of proposed land uses, densities, traffic circulation and design with adjacent land uses and environmental features, as well as the character of the surrounding area.
5. Section 3.9.3.F. Ability to be served by adequate public services, including, but not limited to, water, sanitary sewer, roads, police, fire, and school services. For developments that have the potential for significant impact on infrastructure and services the applicant shall be required to provide an analysis and mitigation of the impact on transportation, utilities, and community services.
6. Section 3.9.3.G. Demonstration of innovative site planning techniques that improve upon the standards in other allowable Town of Bluffton zoning districts with the purpose of enhancing the Town of Bluffton's health, safety and welfare.
7. Section 3.9.3.H. Ability of the site to sufficiently accommodate the densities and land use intensities of the proposed development.
8. Section 3.9.3.I. Conformance with adopted or accepted plans, policies, and practices of the Town of Bluffton.



## ***Town Council Action***

Town Council has the authority to take the following action:

1. Approve the Application as submitted by the Applicant;
2. Approve the Application with conditions;
3. Deny the Application as submitted by the Applicant.



# Master Plan Amendment - Review Process

Section X. Item #4.

Master Plan Amendment Procedure	Step Completed	Date Completed
Step 1. Pre-Application Meeting	✓	September 22, 2022
Step 2. Application Check-In Meeting	✓	October 17, 2022
Step 3. Review by Development Review Committee	✓	November 23, 2022
Step 4. Planning Commission Recommendation	✓	January 25, 2023
Step 5. Town Council Consideration for Master Plan Amendment approval	Tabled	March 14, 2023
Step 5. Town Council Consideration for Master Plan Amendment approval	✓	May 9, 2023



# QUESTIONS



## *Suggested Motion*

**Recommendation of Approval of an Amendment to the Master Plan for Village at Verdier Consisting of 124.2 acres located East of SC Highway 170 at Seagrass Station Road and Zoned Village at Verdier Planned Unit Development.**

*“I move to **[Conditionally Approve]** the request to Amend the Master Plan for Village at Verdier Consisting of 124.2 acres located East of SC Highway 170 at Seagrass Station Road and Zoned Village at Verdier Planned Unit Development subject to the following condition:*

- 1. Replace a previously approved residential road connection between Parcels Y and Z with a gated, emergency access road.”*





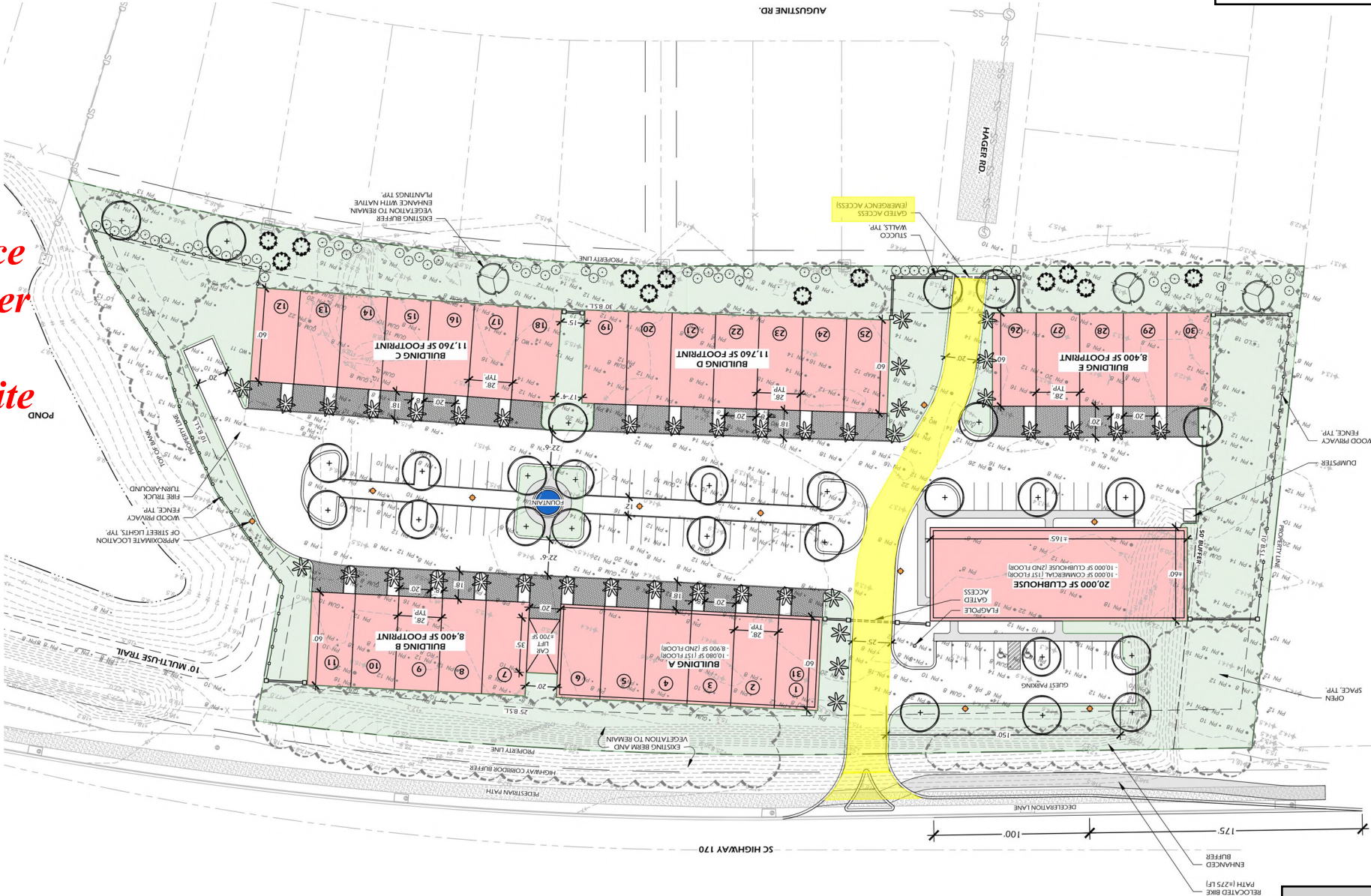






# CarVillage Preliminary Site Plan

**NOTE:** This site plan is provided for visual reference only. Approval of the Master Plan Amendment does not constitute approval of the site plan.





# Review Criteria

1. **Section 3.9.3.B.** Promotion of and consistency with the land use goals, environmental objectives and overall intent of the policies within the Comprehensive Plan.

*Finding. The requested master plan amendment results in minor modifications to the transportation network.*

The vision of the Village at Verdier master plan is to create a mixed-use, live-work-play community, which is consistent with the Comprehensive Plan's vision of a balance of land uses to ensure a high quality of life, business opportunity, environmentally protected areas and proper placement of commercial uses.

2. **Section 3.9.3.C.** Consistency with the intent of the Planned Unit Development Zoning District as prescribed in this Ordinance.

*Finding. The application is consistent with the Town of Bluffton Zoning and Development Standards Ordinance that applies to the Village at Verdier Plantation Planned Unit Development Master Plan.*

The Village at Verdier was designed to be a mixed-use development divided into five planning areas. The parcels that are the subject of this amendment are within the Commercial Area and the use has been established as a permitted use.

3. **Section 3.9.3.D.** As applicable, consistency with the provisions of the associated Development Agreement and/or PUD Concept Plan.

*Finding. The application is consistent with the provisions of the Village at Verdier Development Agreement.*

The proposed change to the Master Plan will not affect the permitted uses or overall density cap for commercial development.



# Review Criteria

4. **Section 3.9.3.E.** Compatibility of proposed land uses, densities, traffic circulation and design with adjacent land uses and environmental features, as well as the character of the surrounding area.

*Finding. The application is compatible with the surrounding area.*

The application does not request a change in land use or an increase in development density. The change in traffic circulation is supported by the adjacent homeowner's association and the submitted traffic report finds that removing the parallel road and the access to Hagar Street will have minimal impact on the surrounding road network.

5. **Section 3.9.3.F.** Ability to be served by adequate public services, including, but not limited to, water, sanitary sewer, roads, police, fire, and school services. For developments that have the potential for significant impact on infrastructure and services the applicant shall be required to provide an analysis and mitigation of the impact on transportation, utilities, and community services.

*Finding. The property is able to be served by adequate public services.*

The Village at Verdier Development Agreement has previously provided an analysis and mitigation measures on the impact on transportation, utilities, and community services within. In addition, the Applicant has provided a traffic report that finds that removing the parallel road and the access to Hagar Street will have minimal impact on the surrounding road network.



# Review Criteria

6. **Section 3.9.3.G.** Demonstration of innovative site planning techniques that improve upon the standards in other allowable Town of Bluffton zoning districts with the purpose of enhancing the Town of Bluffton's health, safety and welfare.

*Finding. The Master Plan includes innovative site planning techniques that enhance the Town's health, safety, and welfare.*

The vision of the Village at Verdier Master Plan is to create a mixed-use, live-work-play community. The site is being developed using the best practices in stormwater management and design guidelines. Pedestrian connections will be provided to connect the development to the existing pedestrian network and proposed commercial development along SC Highway 170.

7. **Section 3.9.3.H.** Ability of the site to sufficiently accommodate the densities and land use intensities of the proposed development.

*Finding. The requested amendment to the master plan does not impact the previously approved densities and land use intensities of the Village at Verdier Development Agreement and Master Plan.*

8. **Section 3.9.3.I.** Conformance with adopted or accepted plans, policies, and practices of the Town of Bluffton.

*Finding. The requested master plan amendment results in minor modifications to the transportation network and is in conformance with adopted or accepted plans, policies, and practices of the Town.*





**TOWN OF BLUFFTON  
PLANNED UNIT DEVELOPMENT (PUD)  
MASTER PLAN APPLICATION**

Growth Management Customer

Section X. Item #4.

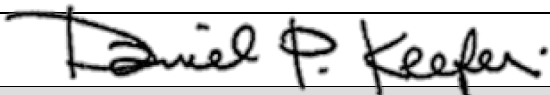
20 Bridge Street

Bluffton, SC 29910

(843)706-4522

www.townofbluffton.sc.gov

[applicationfeedback@townofbluffton.com](mailto:applicationfeedback@townofbluffton.com)

Applicant		Property Owner	
Name: Dan Keefer (WJK)		Name: Charlie and Brown LLC.	
Phone: 843-757-7411		Phone:	
Mailing Address: 23 Promenade St., Suite 201		Mailing Address:	
E-mail: dan@wjkltd.com		E-mail:	
Town Business License # (if applicable):			
Project Information			
Project Name: Seagrass Station	<input type="checkbox"/> New	<input checked="" type="checkbox"/> Amendment	
Project Location: Seagrass PUD	Acreage:		
PUD Name: Village at Verdier Plantation/Seagrass Station			
Tax Map Number(s):			
Project Description: Amendment to an existing PUD to remove a previously planned access point.			
Minimum Requirements for Submittal			
<input type="checkbox"/> 1. Two (2) full sized copies and digital files of the Master Plan. <input type="checkbox"/> 2. Recorded deed and plat showing proof of property ownership. <input type="checkbox"/> 3. Project Narrative describing reason for application and compliance with the criteria in Article 3 of the UDO. <input type="checkbox"/> 4. An Application Review Fee as determined by the Town of Bluffton Master Fee Schedule. Checks made payable to the Town of Bluffton.			
<b>Note: A Pre-Application Meeting is required prior to Application submittal.</b>			
<b>Disclaimer: The Town of Bluffton assumes no legal or financial liability to the applicant or any third party whatsoever by approving the plans associated with this permit.</b>			
I hereby acknowledge by my signature below that the foregoing application is complete and accurate and that I am the owner of the subject property. As applicable, I authorize the subject property to be posted and inspected.			
Property Owner Signature: On Behalf of Charlie and Brown LLC.		Date:	
Applicant Signature: 		Date: 10/14/2022	
For Office Use			
Application Number:		Date Received:	
Received By:		Date Approved:	



## TOWN OF BLUFFTON PLANNED UNIT DEVELOPMENT (PUD) MASTER PLAN APPLICATION PROCESS NARRATIVE

Section X. Item #4.

The following Process Narrative is intended to provide Applicants with an understanding of the respective application process, procedures and Unified Development Ordinance (UDO) requirements for obtaining application approval in the Town of Bluffton. While intended to explain the process, it is not intended to repeal, eliminate or otherwise limit any requirements, regulations or provisions of the Town of Bluffton's Unified Development Ordinance. Compliance with these procedures will minimize delays and assure expeditious application review.

<b>Step 1. Pre-Application Meeting</b>	<b>Applicant &amp; Staff</b>
Prior to the filing of a Planned Unit Development (PUD) Master Plan Application, the Applicant is required to consult with the UDO Administrator or their designee at a Pre-Application Meeting for comments and advice on the appropriate application process and the required procedures, specifications, and applicable standards required by the UDO.	
<b>Step 2. Application Check-In Meeting</b>	<b>Applicant &amp; Staff</b>
Upon receiving input from Staff at the Pre-Application Meeting, the Applicant shall submit the PUD Master Plan Application and required submittal materials during a mandatory Application Check-In Meeting where the UDO Administrator or designee will review the submission for completeness.	
<b>Step 3. Review by UDO Administrator &amp; Development Review Committee</b>	<b>Staff</b>
If the UDO Administrator determines that the PUD Master Plan Application is complete, it shall be forwarded to the Development Review Committee (DRC). The DRC shall review the application and prepare written comments for review with the Applicant.	
<b>Step 4. Development Review Committee Meeting</b>	<b>Applicant &amp; Staff</b>
A public meeting shall be held with the Applicant to review the DRC Staff Report and discuss the application. The Applicant will be directed to address any comments, if any, and resubmit the application materials. If applicable, upon resubmittal, the application materials will be reviewed for compliance with the DRC Staff Report and, if all comments are addressed, the application is placed on the next available Planning Commission (PC) Meeting agenda.	
<b>Step 5. Planning Commission Meeting</b>	<b>Applicant, Staff &amp; Planning Commission</b>
The PC shall review the PUD Master Plan Application for compliance with the criteria and provisions in the UDO. The PC may recommend that Town Council approve, approve with conditions, or deny the application.	
<b>Step 6. Town Council Meeting</b>	<b>Applicant, Staff &amp; Town Council</b>
Town Council shall review the PUD Master Plan Application for compliance with the criteria and provisions in the UDO. Town Council may approve, approve with conditions, table, or deny the application.	
<b>Step 7. PUD Master Plan Approval</b>	<b>Staff</b>
If Town Council approves the PUD Master Plan Application, the UDO Administrator shall issue an approval letter to the Applicant.	


Bright Holdings LLC  
24 Widewater Road  
Hilton Head Island, South Carolina 29926

Re: Seagrass Station – Master Plan Amendment

To Whom It May Concern:

I am the owner of the parcel of unimproved real property in Seagrass Station shown as Parcel X in the Village at Verdier (now known as Seagrass Station) master plan. Please let this letter serve as my approval as owner of Parcel X to remove the “frontage road” shown in the current master plan. It is my preference that this frontage road be deleted from the master plan.

Sincerely,

DocuSigned by:  
  
4D5ED6A240D04DB...  
Craig Bright

**NARRATIVE  
TO  
APPLICATION FOR MASTER PLAN AMENDMENT  
FOR  
THE VILLAGE AT VERDIER NOW KNOWN AS SEAGRASS STATION**

Charlie and Brown, LLC, a South Carolina limited liability company (the “**Applicant**”) is the owner of an approximate 5.4 acre parcel depicted as Parcels Y and Z in the Master Plan for The Village at Verdier now known as Seagrass Station, last revised January 12, 2017 (the “**Master Plan**”) and seeks to amend the same as more particularly described in this Application.

The Applicant’s property is a single parcel. The Master Plan depicts a right-in right-out connection with South Carolina Highway 170 bisecting the Applicant’s property. The Master Plan depicts this drive connecting to Hager Road in the single family residential portion of Seagrass Station. The Applicant does not have the legal right to make such a connection as crossing the property line would be a trespass. Furthermore, Hager Road in this area has not been constructed through to the property line with the Applicant’s property. The Applicant has discussed this connection with the Board of Director’s for the Single Family and Townhome Residential Property Owners Association in Seagrass Station to determine whether such access was desired and if not, what resolution could be achieved to provide additional access to that community. The Board of Directors, on their own volition and not at the request or knowledge of the Applicant conducted an electronic survey of its membership. The results of that survey were that sixty-eight percent (68%) of the community preferred such interconnectivity be for emergency use only and gated so as to prevent through traffic. Importantly, that community has indicated to the Applicant as indicated in Exhibit “A” attached hereto and made part hereof, that through interconnectivity and access is not wanted. Therefore, the Applicant believes that the community will not participate in constructing such interconnectivity and therefore the Applicant seeks to amend the Master Plan to show emergency access only at this location.

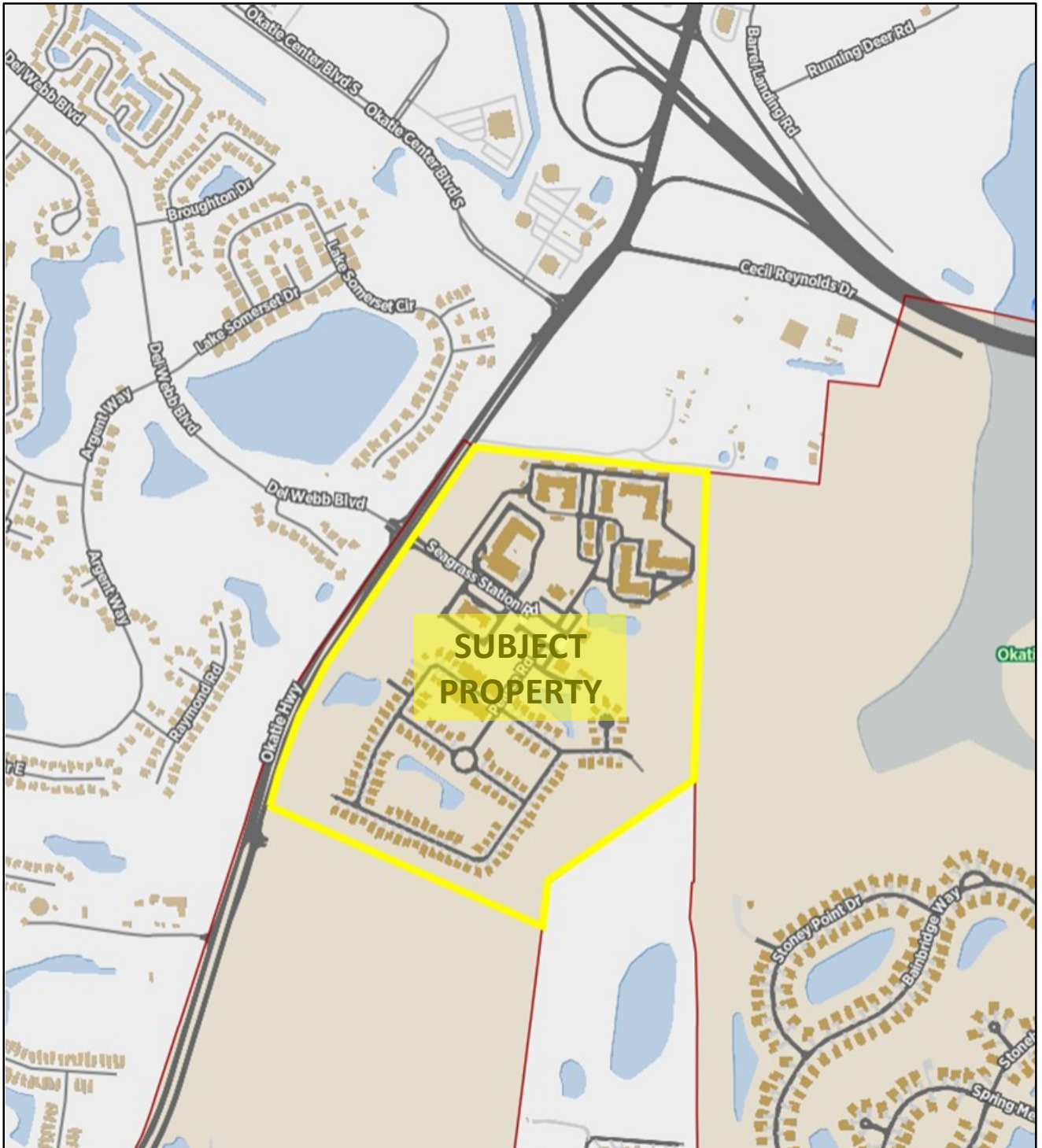
~~In addition, there is also a proposed parallel road leading from Seagrass Station Boulevard to that point of interconnectivity that does not have sufficient acreage and negatively impacts the parcel fronting South Carolina Highway 170 and depicted as Parcel X on the Master Plan. To the extent that parcel is developed such access is desired the road may still be constructed, however, the owner of that parcel who joins in this Application prefers that drive be removed from the Master Plan as it is redundant and not desired.~~

In addition, the owner of all of the roads in Seagrass Station, the Seagrass Master Property Owners’ Association, Inc. joins in this Application and ~~recommends~~ to the Planning Commission and Town Council that these amendments be made as requested.



It is noted that the Master Plan fails to reflect changes that have occurred on the ground during the development of Seagrass Station since the Master Plan was approved. Importantly, interconnectivity to the land to the north and south of the Seagrass Station Planned Unit Development (“**PUD**”) has been modified during construction without the requirement for a Master Plan amendment. In addition, certain areas identified as Parks and Open Space in the Master Plan have been developed as part of the Crowne Apartments development. Accordingly, at the request of Town Staff, this Application also seeks to modify those changes which do not affect the Applicant’s property but have been developed in a manner other than that reflected in the Master Plan.

**VICINITY MAP**  
**VILLAGE AT VERDIER PLANTATION**  
**(SEAGRASS STATION)**  
**MASTER PLAN AMENDMENT**



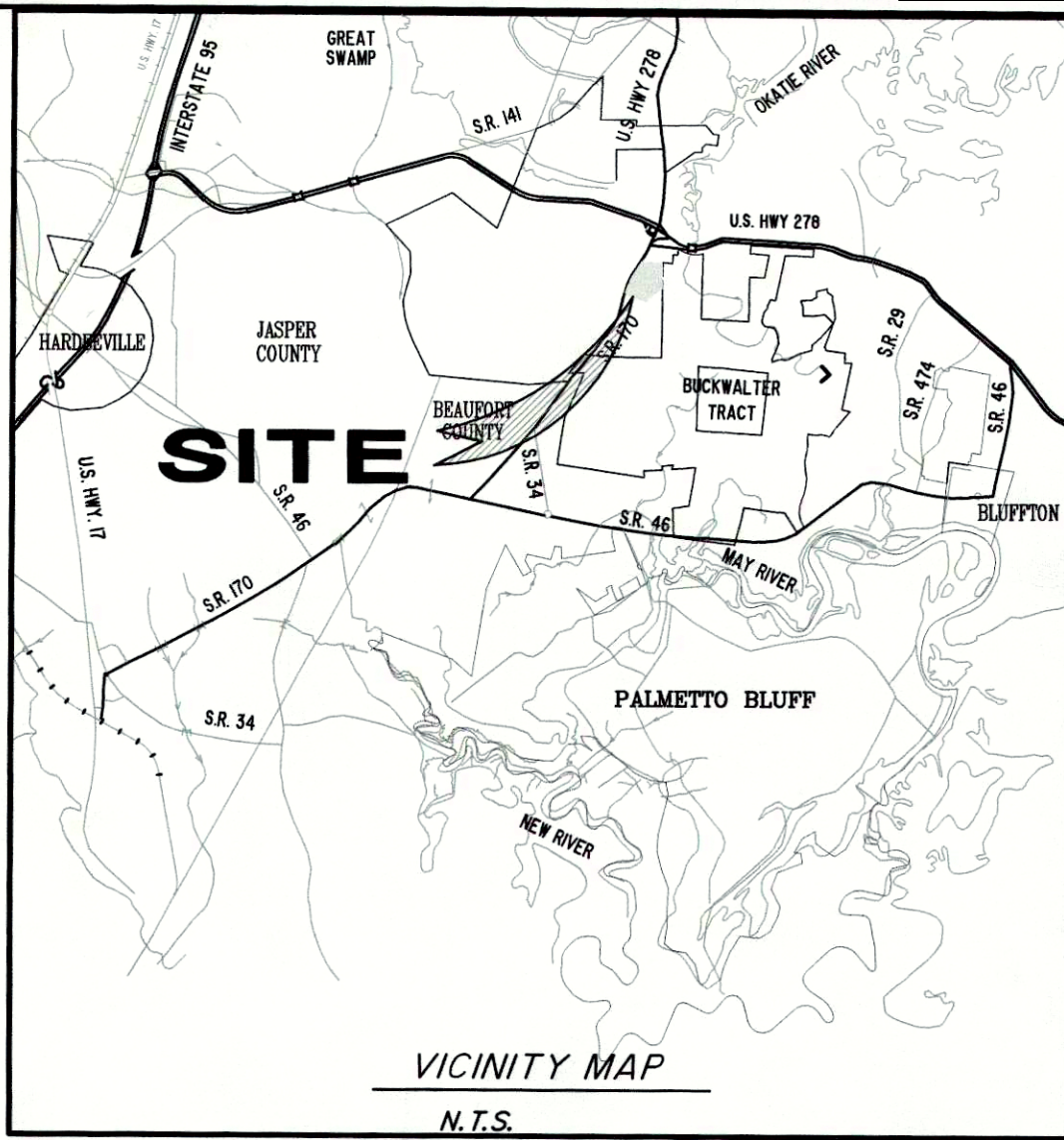


FINAL

Town of Bluffton  
JAN 23 2017  
Planning & Growth Mgmt

Town of Bluffton  
Approved  
*[Signature]*

NOTE:  
FUTURE LOCATION OF THE 30,000  
SF CIVIC SPACE TO BE DETERMINED.  
CIVIC SPACE TO BE LOCATED ON A  
MINIMUM OF 1.5 ACRES.



LAND USE KEY			
LAND DESCRIPTION	SYMBOL	MPA REVISION APPROVED AUGUST 2015 ACREAGE	PROPOSED MPA REVISION ACREAGE
TOWN HOME	A	2.9	2.9
NEIGHBORHOOD RESIDENTIAL	B	36.0	36.0
PRIVATE OPEN SPACE	C	6.4	6.4
MULTI-FAMILY	D	22.7	20.9
VILLAGE-HAMLET	E	5.1	5.1
EXISTING OFFICE AREA	-	6.6	6.6
HEALTH/HUMAN CARE	H	0.0	6.8
MIXED USE	T	5.0	0.0
MIXED-USE	V	6.6	6.6
MIXED-USE	W	5.5	5.5
MIXED-USE	X	5.6	5.6
MIXED-USE	Y	7.1	7.1
MIXED-USE	Z	1.9	1.9
WETLAND	-	12.8	12.8
1. TOTAL ACRES =		124.2	124.2
2. REQUIRED OPEN SPACE		12.4	12.43
3. PARK AREA		3.49	3.49

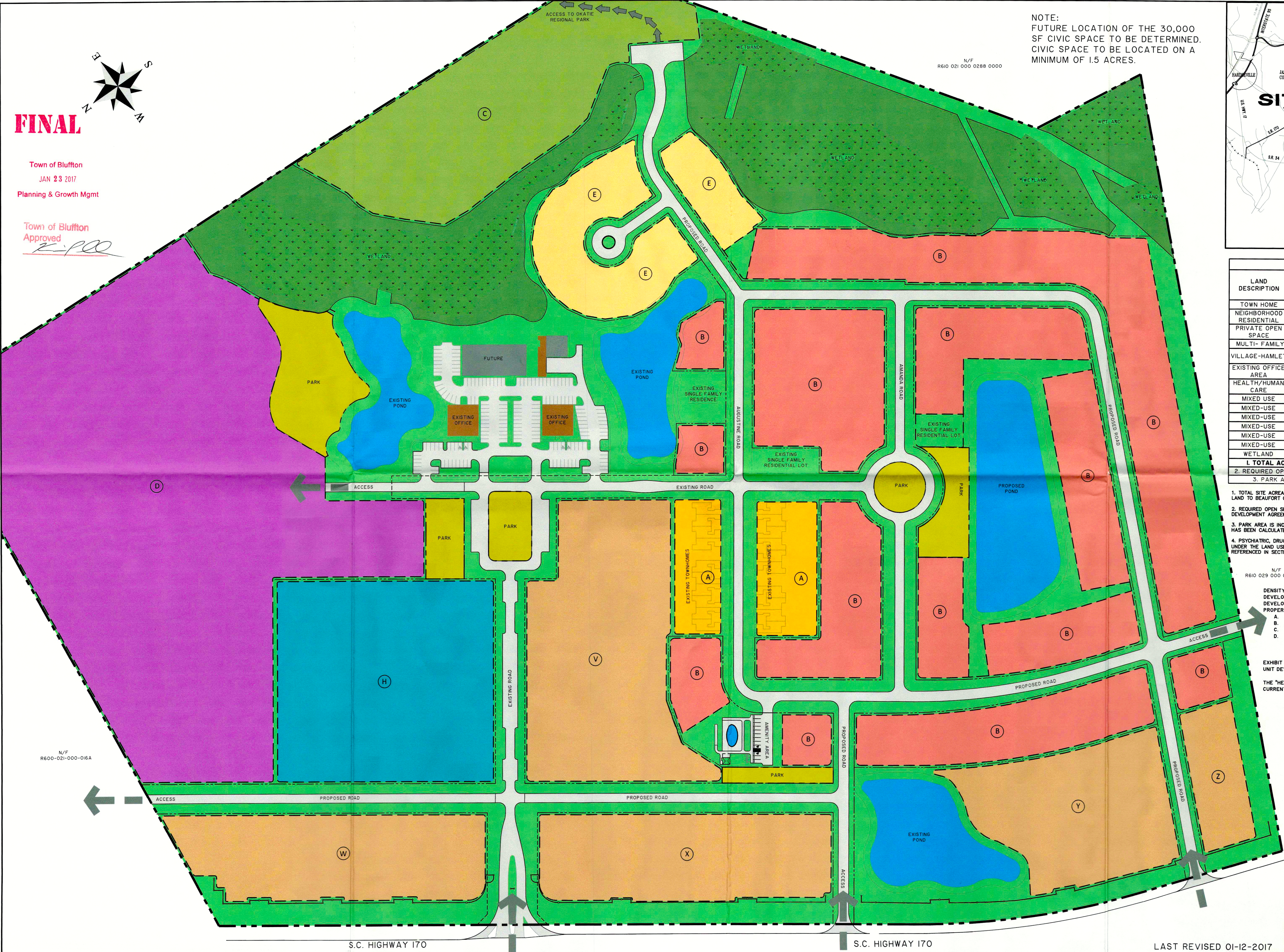
1. TOTAL SITE ACREAGE REDUCED FROM THE ORIGINAL MASTER PLAN BY DONATION OF LAND TO BEAUFORT COUNTY FOR HIGHWAY 170 WIDENING.
  2. REQUIRED OPEN SPACE PER SECTION 2.0.2 OPEN SPACE (PRIVATE OR PUBLIC) OF THE DEVELOPMENT AGREEMENT.
  3. PARK AREA IS INCLUDED IN ADJACENT LAND USE AREA AND HAS BEEN CALCULATED IN THE TOTAL AREA ABOVE.
  4. PSYCHIATRIC, DRUG AND ALCOHOL REHABILITATION SERVICES WOULD NOT BE ALLOWED UNDER THE LAND USE OF HOSPITAL IN LAND DESCRIPTION HEALTH/HUMAN CARE AS REFERENCED IN SECTION 2.0.7 OF THE PLANNED UNIT DEVELOPMENT AGREEMENT.
- N/F  
R610 029 000 0483 0000
- DENSITY AND LAND USE:  
DENSITY REMAINS CONSISTENT WITH PREVIOUSLY APPROVED DEVELOPMENT AGREEMENT. THE FOLLOWING IS AN EXCERPT FROM THE DEVELOPMENT AGREEMENT: MIXED USE DEVELOPMENT ON THE PROPERTY SHALL BE LIMITED TO THE FOLLOWING:  
A. 404,000 SQUARE FEET OF COMMERCIAL;  
B. 404 RESIDENTIAL DWELLING UNITS; AND  
C. 30,000 SQUARE FEET OF CIVIC DEVELOPMENT  
NOTWITHSTANDING ANY OTHER PROVISIONS CONTAINED WITHIN THE UNIFIED ORDINANCE, COMMERCIAL USES WITHIN THE PROPERTY SHALL BE LIMITED TO THOSE MORE FULLY DESCRIBED IN EXHIBIT "D".
- EXHIBIT D REFERS TO THE VILLAGE AT VERDIER PLANTATION PLANNED UNIT DEVELOPMENT AMENDED DECEMBER 29, 2010
- THE "HEALTH/HUMAN CARE" LAND USE TO BE INCLUDED WITHIN THE CURRENTLY APPROVED 404,000 SQUARE FEET OF COMMERCIAL.

MASTER PLAN  
VILLAGE AT  
VERDIER  
PLANTATION  
BLUFFTON, SC  
PREPARED FOR:  
HEALTHSOUTH REHABILITATION  
HOSPITAL OF LOWCOUNTRY, LLC  
PREPARED BY:

THOMAS & HUTTON  
Engineering | Surveying | Planning | GIS | Consulting  
50 Park of Commerce Way  
Savannah, GA 31405 • 912.234.5300  
www.thomasandhutton.com

JOB NO: J-26038-0000  
DATE: 01-12-17  
DRAWN: JRS  
SCALE: 1" = 100'  
REVIEWED: JRS  
SHEET: 1 OF 1

LAST REVISED 01-12-2017

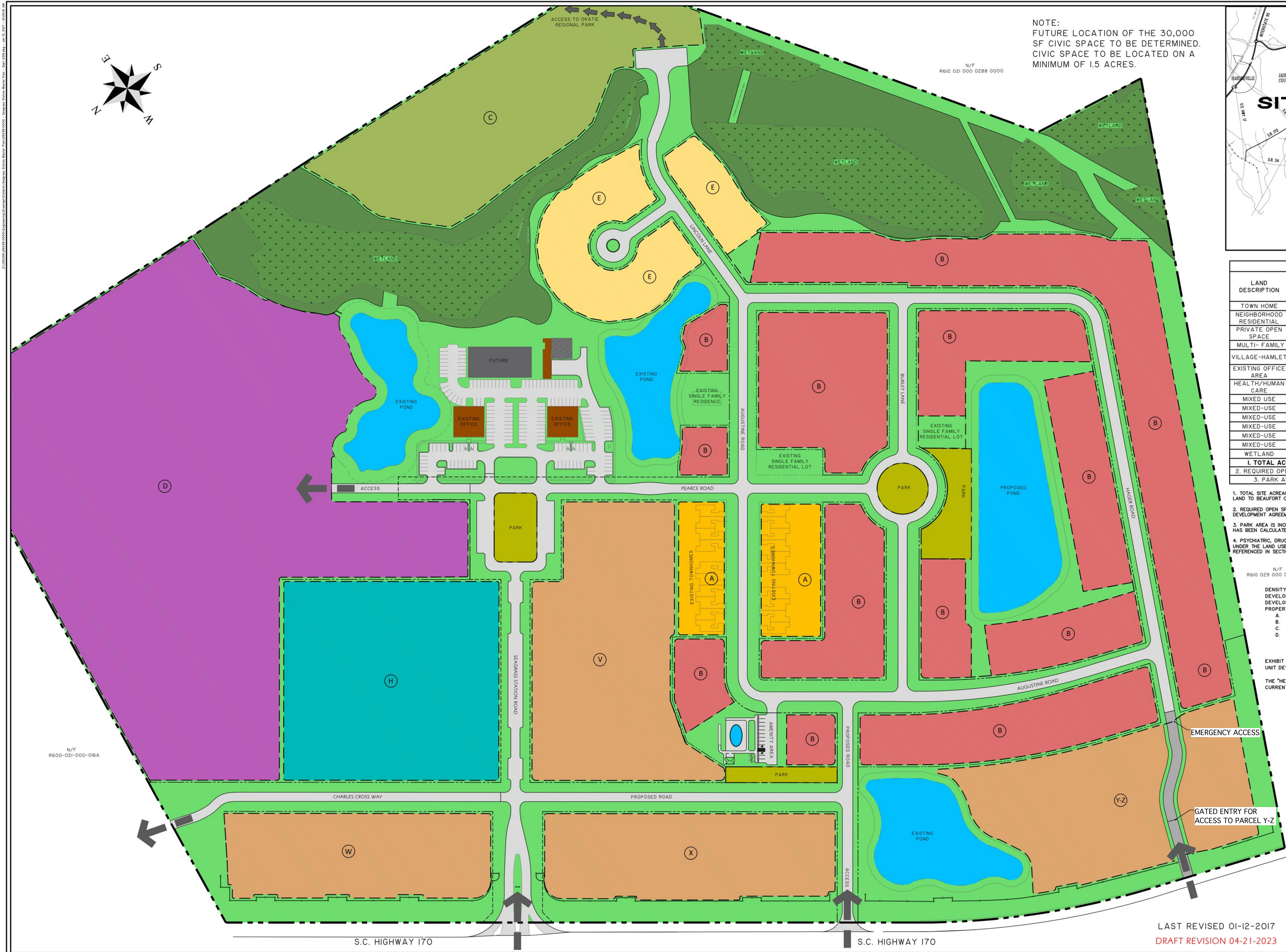


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R600-021-000-016A

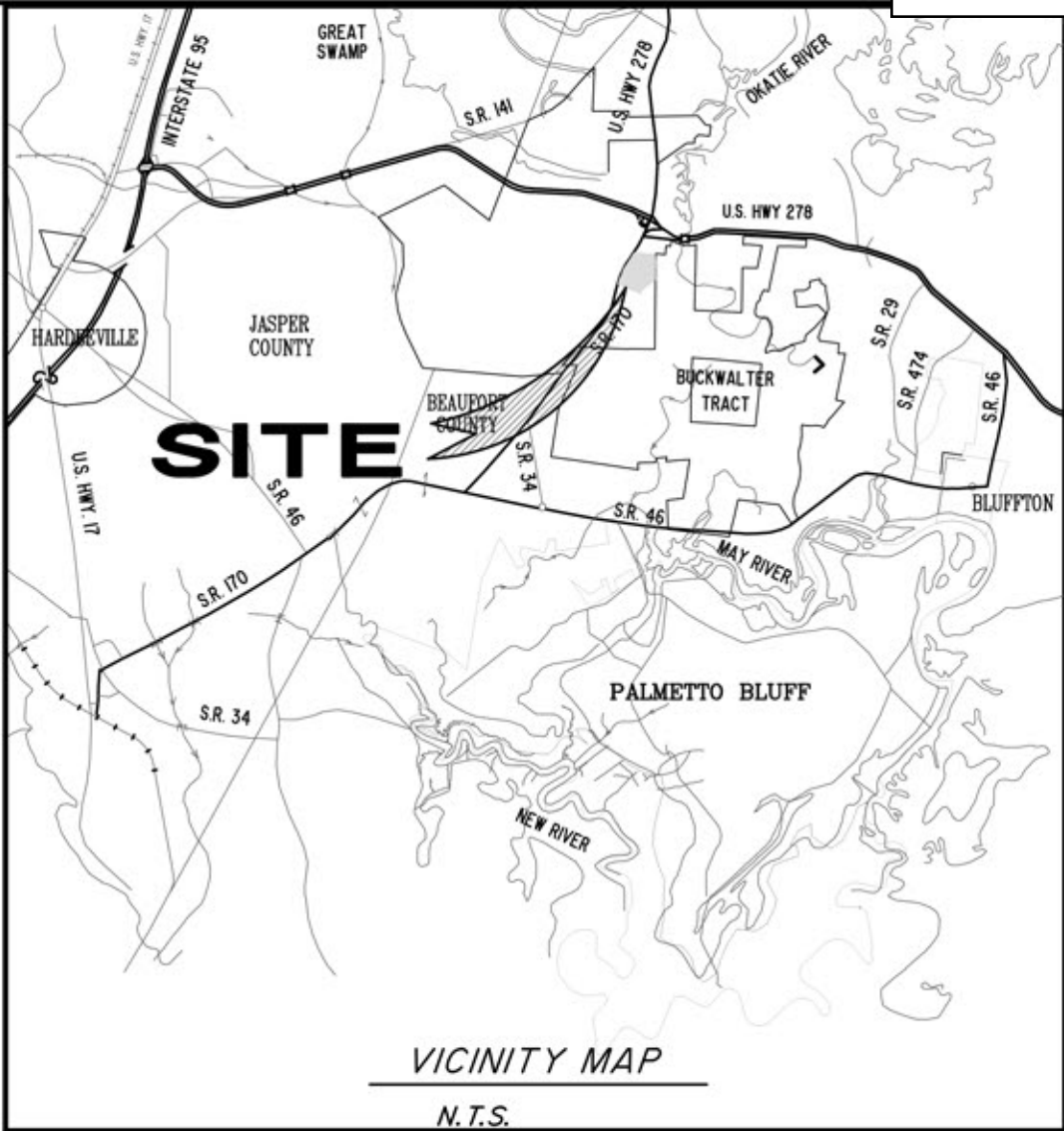
S.C. HIGHWAY 170

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NOTE:  
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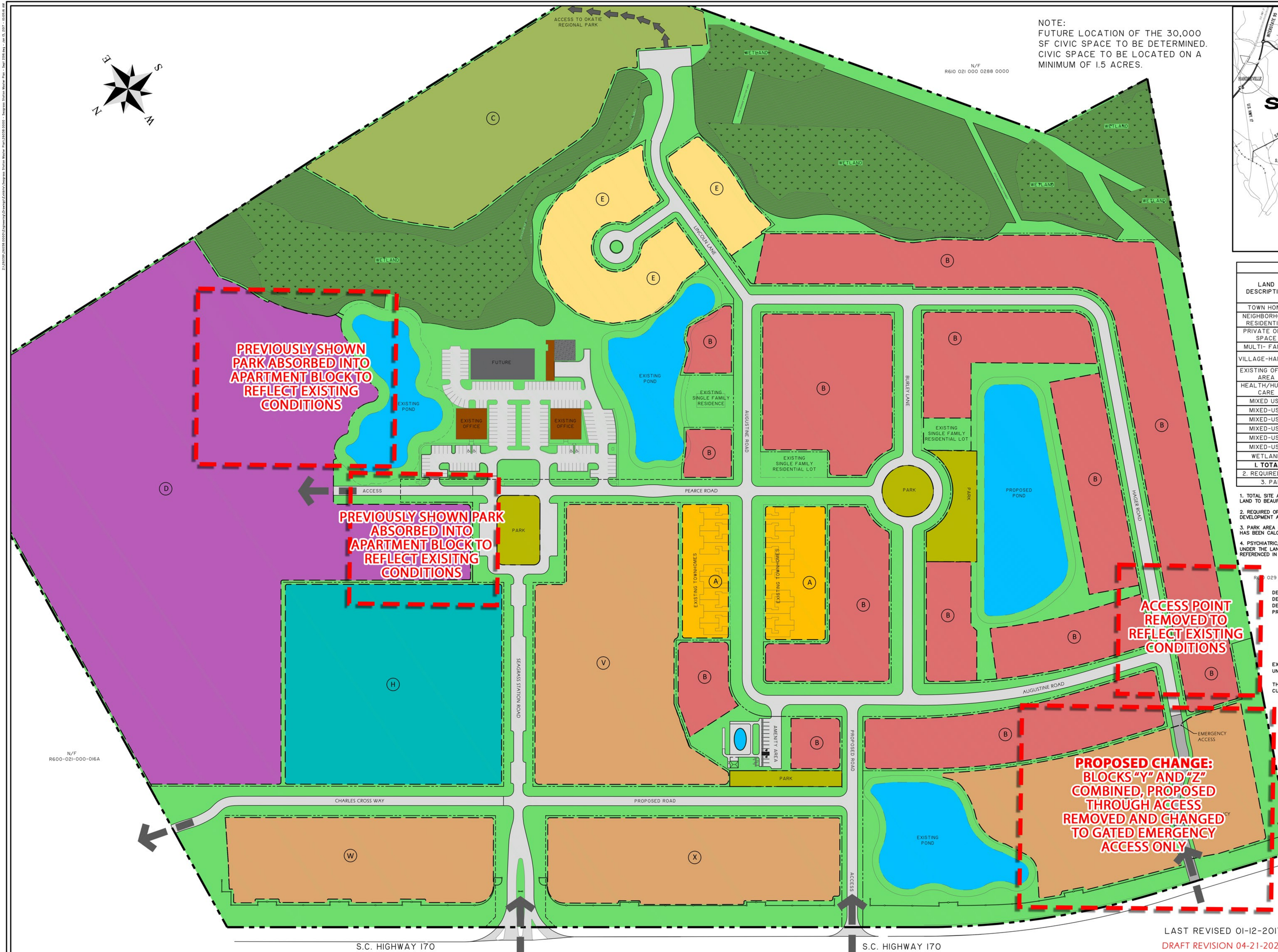
MASTER PLAN  
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PREPARED FOR:  
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JOB NO: J-26038.0000  
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N/F  
REC 029 000 0483 0000


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EXHIBIT D REFERS TO THE VILLAGE AT VERDIER PLANTATION PLANNED UNIT DEVELOPMENT AMENDED DECEMBER 29, 2010

THE "HEALTH/HUMAN CARE" LAND USE TO BE INCLUDED WITHIN THE CURRENTLY APPROVED 404,000 SQUARE FEET OF COMMERCIAL.

<p>MASTER PLAN</p> <p>VILLAGE AT VERDIER PLANTATION</p> <hr/> <p>BLUFFTON, SC</p> <p>PREPARED FOR:</p> <p>HEALTHSOUTH REHABILITATION HOSPITAL OF LOWCOUNTRY, LLC</p> <p>PREPARED BY:</p> <hr/>	
<p> <b>THOMAS &amp; HUTTON</b> Engineering   Surveying   Planning   GIS   Consulting</p> <p>50 Park of Commerce Way Savannah, GA 31405 • 912.234.5300</p> <p><a href="http://www.thomasandhutton.com">www.thomasandhutton.com</a></p>	
JOB NO: J-26038.0000	DATE: 01-12-17
DRAWN: JRS	SCALE: 1" = 100'
REVIEWED: JRS	SHEET: 1 OF 1



SITE PLAN IS PROVIDED FOR VISUAL REFERENCE ONLY. APPROVAL OF THE MASTER PLAN AMENDMENT DOES NOT CONSTITUTE APPROVAL OF THIS SITE PLAN.

SITE DESCRIPTION	
EXISTING ZONING	PUD
TOTAL SITE AREA (ACRES)	5.0 A.C.

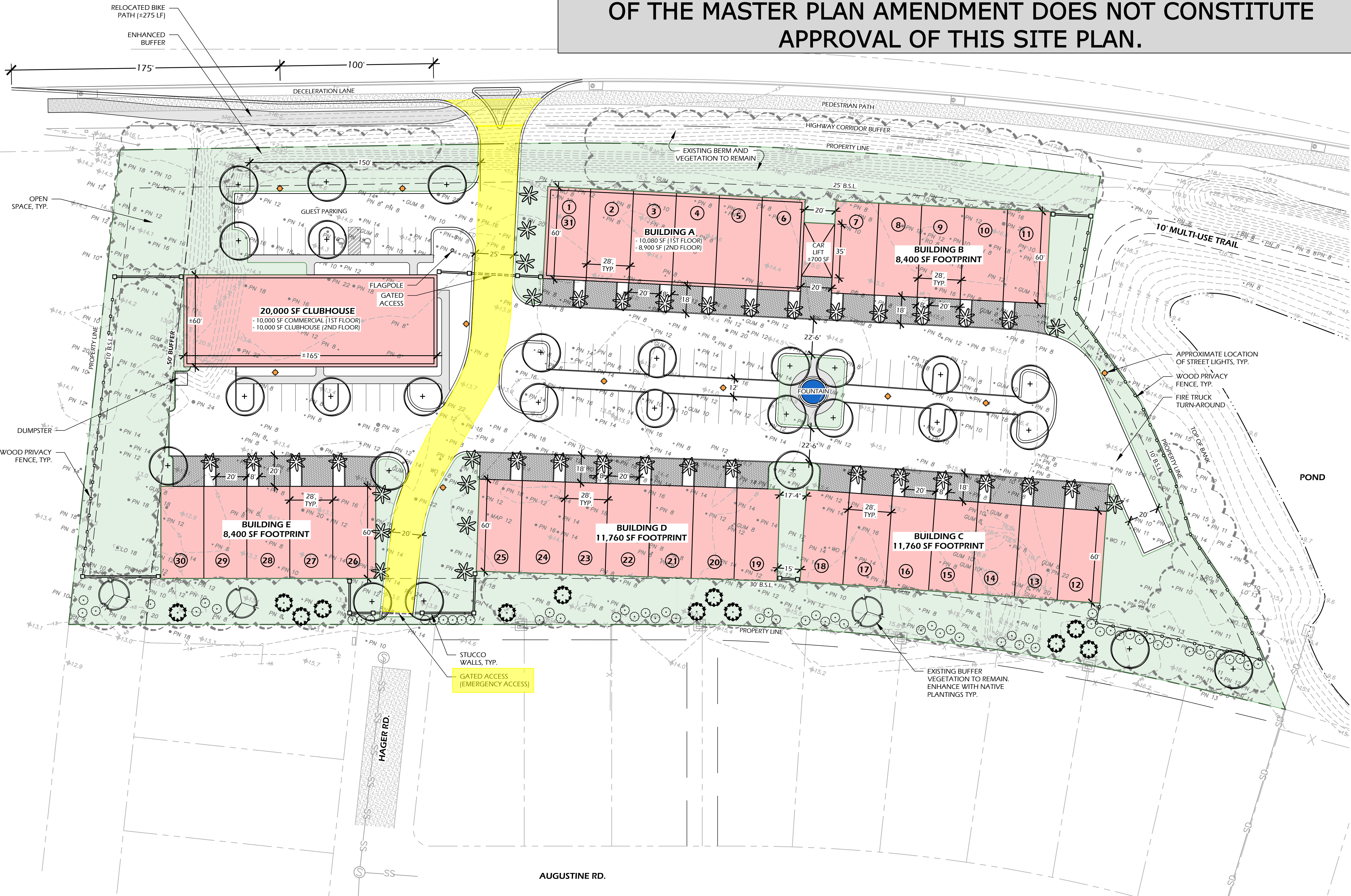
SITE COVERAGE	
IMPERVIOUS COVERAGE	ACTUAL COVERAGE (SF)
BUILDING FOOTPRINT(S)	61,100
IMPERVIOUS HARDSCAPE	53,773
PERVIOUS HARDSCAPE (50%) (11,382 SF/2 = 5,691)	5,691
TOTAL IMPERVIOUS	120,564
TOTAL SITE AREA	217,800
% SITE COVERAGE	55%

OPEN SPACE SUMMARY			
DESCRIPTION	S.F.	ACTUAL %	REQUIRED %
TOTAL SITE AREA	217,800		
OPEN SPACE	+75,355	34%	
TOTAL OPEN SPACE %		34%	20%

REQUIRED PARKING			
DESCRIPTION		REQUIREMENTS	PARKING SPACES
COMMERCIAL SERVICES	10,000 SF	4 SPACE/1,000 SF	40
CLUBHOUSE SHARED	31 UNITS*	1 SPACES/UNIT	31
TOTAL REQUIRED SPACES			71

PARKING SUMMARY	
DESCRIPTION	PARKING SPACES
CAR	71
ACCESSIBLE CAR / VAN	2
GOLF CART	0
TOTAL PROPOSED SPACES	73
TOTAL EXISTING SPACES	0
TOTAL PARKING SPACES	73

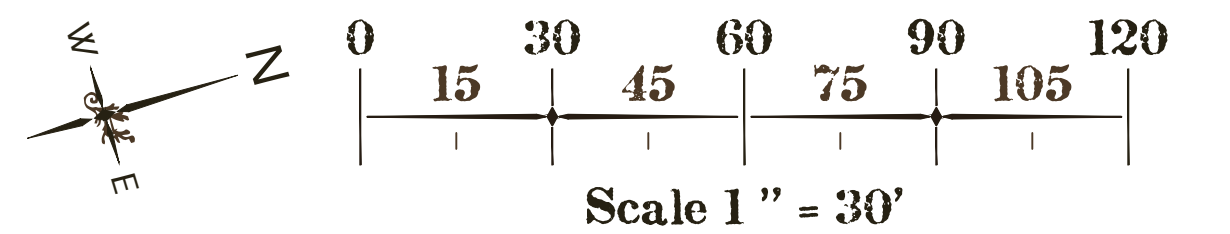
NOTE:  
1. \*INCLUDES 8,900 SF SECOND FLOOR UNIT IN BUILDING A.  
2. EACH UNIT HAS +2 ADDITIONAL OWNER/GUEST SPACES ON THE PERMEABLE PAVEMENT DRIVEWAYS.  
3. TOTAL BUILDING SQUARE FOOTAGE NOT TO EXCEED 80,000 SF.



29 Promenade Street, Suite 201 | Bluffton, South Carolina | 29910 | ph 843.797.7411

AUGUST 2022

PRELIMINARY SITE PLAN  
FOR  
Car Village Bluffton™  
BLUFFTON, SOUTH CAROLINA



Note: Plan is conceptual in nature and subject to change



## Seagrass Station Single Family Homeowners Association

Seagrass Station  
52 Augustine Road  
Bluffton, SC 29910

October 11, 2022

Re: Master Plan Village at Verdier (k/n/a "Seagrass Station") 2022 Amendment

To Whom It May Concern:

I am the duly elected president of the Seagrass Station Single Family Homeowners Association, Inc. Our Association represents all the single family home residential owners in Seagrass Station. We have met with the owners of the land which is depicted on the Master Plan for the Village at Verdier Plantation last revised January 12, 2017 as mixed use commercial parcels Y and Z and have been advised of its plans to develop this land as an automotive enthusiast club known as "CarVillage". The CarVillage owners have advised me and my Board of Directors of the Town's desire to see connectivity through CarVillage from Highway 170 as shown in the Master Plan. Since such connectivity will impact our neighborhood, the Board conducted an electronic survey of its membership. The results of the survey were that sixty-eight percent (68%) of the membership do not want the through connection from Hager Road and Augustine Road as shown in the Master Plan and prefer an emergency access only gate between Hager Road and CarVillage to be constructed at the sole expense of the owners of CarVillage.

Please understand that the Board and members of this community do not want additional through access into the community from Highway 170. The only connection the Association will accept is one that is gated and for emergency use only. We do not want increased public access which will increase maintenance costs of our roads and present increased security risks to our residents.

Accordingly, we request on behalf of the owners of single family and town home residential portions of Seagrass Station that the Town approve the request by the owners of CarVillage to amend the Master Plan.

Sincerely,



Danielle Hohl





# PLAN REVIEW COMMENTS FOR MPA-10-22-017313

Section X. Item #4.

Town of Bluffton

Department of Growth Management

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Telephone 843-706-4522

VILLAGE AT VERDIER PLANTATION

**Plan Type:** Major **Apply Date:** 10/14/2022

**Plan Status:** Active **Plan Address:**

**Case Manager:** Dan Frazier **Plan PIN #:** R610 021 000 0808 0000

**Plan Description:** A request by Dan Keefer of Witmer Jones Keefer, Ltd, on behalf of the property owner, Charlie and Brown, LLC, for approval of a master plan amendment application. The Applicant proposes to amend the Village at Verdier Plantation Master Plan by removing a previously approved residential access point from South Carolina Highway 170. The properties are zoned Village at Verdier PUD and consists of 124.2 acres located east of South Carolina Highway 170 at Seagrass Station Road.

**STATUS:** Staff comments will be reviewed at the November 23, 2022, meeting of the DRC.

## Development Review Committee

**Submission #: 1** Received: 10/17/2022 Completed: 11/18/2022

Reviewing Dept.	Complete Date	Reviewer	Status
Building Safety Review	10/25/2022	Richard Spruce	Not Required

Beaufort Jasper Water and Sewer Review	11/15/2022	James Clardy	Approved with Conditions
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### Comments:

Pending formal submittal / approval of water and sewer design.

Fire Department Review	11/14/2022	Dan Wiltse	Approved with Conditions
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### Comments:

1. Emergency access gate shall be equipped with a Click2Enter and a Knox key switch override keyed to Beaufort County Building Codes.

Planning Commission Review	11/18/2022	Dan Frazier	Approved
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### Comments:

1. Show the required emergency vehicle access from SC 170 to the Hagar Road emergency access gate by extending the arrowed access from SC Highway 170 across Parcel Y-Z to the Emergency Access Only gate location. This is to ensure that future development plans provide vehicular access to the Emergency Access Only gate location.

2. The access arrow to the northern property line should begin at the terminus of Charles Cross Way, extending across Parcel D.

3. Provide a traffic study addressing the impact of removing the proposed Hagar Road access point to SC Highway 170.

Planning Review - SR	11/18/2022	Jordan Holloway	Approved
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Police Department Review	11/15/2022	Adam Barberio	Approved
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Watershed Management Review DRC	11/14/2022	Lidia Delhomme	Approved
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Planning Review - Address	10/20/2022	Nick Walton	Approved
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Transportation Department Review	10/18/2022	Megan James	Approved
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### Comments:

No comment

**Plan Review Case Notes:**



## TECHNICAL MEMORANDUM

To: Dan Frazier, AICP  
Principal Planner  
Town of Bluffton

From: Dillon Turner, PE, PTOE  
Kimley-Horn

Date: January 10, 2022



**Subject: Village at Verdier Plantation IMP Amendment, Bluffton, South Carolina**

The purpose of this technical memorandum is to show traffic impacts of the proposed roadway changes compared to the initial Masterplan for the Village at Verdier Planation. The Village at Verdier Plantation is located in the southeast quadrant of the SC 170 (Okatie Highway) at Seagrass Station intersection in Bluffton, South Carolina. The proposed roadway changes include:

- An emergency access gate at Hager Road, internal to the proposed DBA – CarVillage
- A proposed full access road with a pedestrian connection to Parcel X, north of the DBA – CarVillage
- Removal of the frontage road in the southeast quadrant of the SC 170 at Seagrass Station intersection

This technical memorandum will compare the capacity analysis at the following study area intersections:

- SC 170 (Okatie Highway) at Seagrass Station Road/Del Webb Boulevard
- Seagrass Station at Charles Cross Way/7C Access 2
  - Please note 7C is the access to Parcel X
- Pearce Road at Augustine Road
- Augustine Road at Amanda Road
- Hager Road at Augustine Road
- SC 170 (Okatie Highway) at Hager Road
- SC 170 (Okatie Highway) at Amanda Road
- Amanda Road at 7C Access 1
  - Please note 7C is the access to Parcel X

This technical memorandum considers two scenarios in the AM and PM peak hours:

- Access to Hager Road is limited to CarVillage visitors and only allowed as an emergency exit for Seagrass Station, referred to as “No Access.”
- Access to Hager Road is provided for the Seagrass Station neighborhood referred to as “Access.”

**Existing Conditions**

SC 170 (Okatie Highway) is a four-lane, divided principal arterial with a posted speed limit of 45 mph in the vicinity of the site. SC 170 (Okatie Highway) had an Annual Average Daily Traffic (AADT) of 25,100 vehicles per day in 2021. Seagrass Station Road provides access to the Seagrass Station residential development on the east side of SC 170 (Okatie Highway). Seagrass Station Road is a local roadway with a posted speed limit of 15 mph. Hager Road and Augustine Road are both local roadways that provide internal access to the Seagrass Station residential development and currently do not provide access to SC 170 (Okatie Highway).

**Existing Traffic Volumes**

Peak-period turning movement counts were collected at the following intersections on Thursday, November 10<sup>th</sup>, 2022 from 7:00 AM to 9:00 AM and 4:00 PM to 6:00PM:

- Seagrass Station Road and Charles Cross Way
- Hager Road and Augustine Road
- Pearce Road and Augustine Road
- Pearce Road and Amanda Road
- SC 170 (Okatie Highway) and Seagrass Station

The raw turning-movement count data are included in **Attachment B** and the traffic volume development worksheets are included in **Attachment C**.

Seagrass Station homes are considered fully built-out and occupied, and trips from this residential development are captured in the turning-movement counts.

The counts were distributed throughout the network for proposed intersections in the Village at Verdier Masterplan.

**Trip Generation**

Two additional developments were considered as part of this comparison. The CarVillage site and the Parcel X site were considered, with their locations and site plans provided in **Attachment A**. As determined in the CarVillage Bluffton Traffic Memo (Kimley-Horn, August 2022), low intensities and unique land uses did not require a traffic impact study. To provide a conservative estimate for this site's trip generation, 20 total trips (10 in/10 out) in the AM peak hour and 20 trips (10 in/10 out) in the PM peak hour were considered. These trips utilize SC 170 (Okatie Highway) to access the right-in right-out Hager Road to access the CarVillage site.

The development at Parcel X is projected to include the following land uses and intensities, shown in **Table 1**. It is expected to produce 80 trips in the AM peak hour (47 in/33 out) and 106 trips in the PM peak hour (49 in/57 out). Full detail on the trip generation is provided in **Attachment C**.

**Table 1 – Parcel X Trip Generation Estimates**

Land Use	ITE LUC	Intensity	AM Peak-Hour Trips	PM Peak-Hour Trips
Small Office Building	712	10,000 square feet	17 (14 in/3 out)	22 (7 in/15 out)
Furniture Store	890	18,000 square feet	5 (4 in/1 out)	10 (5 in/5 out)
Convenience Store/Gas Station	945	3,800 square feet / 2-8 vehicle fueling positions	154 (77 in/77 out)	184 (92 in/92 out)
<b>Subtotal</b>			176 (95 in/81 out)	216 (104 in/112 out)
<i>Internal Capture</i>			-4 (2 in/2 out)	-4 (2 in/2 out)
<i>ITE Pass-By</i>			-92 (46 in/46 out)	-106 (53 in/53 out)
<b>Total Net New External Trips</b>			80 (47 in/33 out)	106 (49 in/57 out)

***Trip Distribution Comparison***

For the existing masterplan, it was assumed that homes south of Burley Lane within the Seagrass Station neighborhood would utilize Hager Road off of SC 170 (Okatie Highway) and homes north of Burley Lane would utilize Amanda Road off of SC 170 (Okatie Highway).

Hager Road and Amanda Road are both anticipated to be right-in/right-out accesses off of SC 170 (Okatie Highway), therefore southbound trips accessing the Seagrass Station neighborhood would not be redistributed from their existing assignment.

The amended masterplan for the Village of Verdier removes the public access from Hager Road. Therefore, the inbound northbound trips which initially were planned to utilize Hager Road were redistributed to Amanda Road and Seagrass Station based on the exiting volume counts and existing travel patterns. The calculations are attached for this redistribution.

***2027 Traffic Volumes***

The analysis year for the comparison was 2027. Based upon available South Carolina Department of Transportation (SCDOT) Average Annual Daily Traffic (AADT) data for Beaufort County count stations #165, #554, and #325, an annual growth rate of 6% was assumed for this project and applied to the existing peak-hour traffic volumes for five years to develop 2027 horizon year volumes. The trip generation projections for CarVillage and Parcel X were applied to these grown traffic volumes to perform the capacity analysis comparison.

**Capacity Analysis Comparison**

Level-of-service (LOS) analyses were conducted using the Synchro, Version 11, traffic analysis software for the AM and PM peak hours for the intersections of study. The program uses methodologies contained in the Highway Capacity Manual (HCM), 6th Edition, to determine the operating characteristics of an intersection. **Table 2** summarizes the LOS and longest control delay on the side street approaches for the study intersections of:

- SC 170 (Okatie Highway) at Seagrass Station Road/Del Webb Boulevard
- Seagrass Station at Charles Cross Way/7C Access 2
- Pearce Road at Augustine Road
- Augustine Road at Amanda Road
- Hager Road at Augustine Road
- SC 170 (Okatie Highway) at Hager Road
- SC 170 (Okatie Highway) at Amanda Road
- Amanda Road at 7C Access 1

**Table 2 – Capacity Analysis Results (LOS/Delay)**

Intersection	Scenario			
	2027 Access		2027 No Access	
	AM Peak Hour LOS (Delay)	PM Peak Hour LOS (Delay)	AM Peak Hour (LOS Delay)	PM Peak Hour LOS (Delay)
Okatie Highway and Seagrass Station Road (TWSC)	F (\$)	F (\$)	F (\$)	F (\$)
Okatie Highway and Seagrass Station Road (Signal)	A (6.5)*	A (5.9)*	A (6.5)*	A (6.2)*
Seagrass Station Road at Charles Cross Way	A (9.1)	A (9.2)	A (9.1)	A (9.2)
Pearce Road at Augustine Road	A (9.5)	A (9.5)	A (9.5)	A (9.5)
Augustine Road at Amanda Road	A (8.7)	A (8.8)	A (8.8)	A (8.8)
Hager Road at Augustine Road	A (8.5)	A (8.6)	A (8.6)	A (8.7)
SC 170 (Okatie Highway) at Hager Road	C (18.9)	C (17.1)	C (17.2)	C (16.3)
SC 170 (Okatie Highway) at Amanda Road	C (19.9)	C (18.0)	C (22.1)	C (19.1)
Amanda Road at 7C Access 1	A (8.8)	A (8.7)	A (8.9)	A (8.8)

\$- Delay Exceeds 300 Seconds

\* Overall Intersection Reported

The results of the analysis presented in **Table 2** indicate that under the No Access scenario, all intersections are expected to operate with similar if not the same LOS and delay under both AM and PM peak hours. The intersection of SC 170 (Okatie Highway) is projected to operate with significant delays (LOS F). With these undesirable delays, a signalized intersection was analyzed as an alternative to the existing minor street stop control. With signalized control this intersection is expected to operate at LOS A during both the AM and PM peak hours with and without access to Hager.

The Town of Bluffton recently did a signal warrant analysis at the intersection of SC 170 (Okatie Highway) at Seagrass station and it was not warranted per a discussion with SCDOT. It is recommended to continue to monitor this intersection for signalization.

### Summary

The purpose of this technical memorandum is to show traffic impacts of the proposed roadway changes compared to the initial Masterplan for the Village at Verdier. The proposed roadway changes include

- An emergency access gate at Hager Road, internal to the proposed DBA – CarVillage
- A proposed full access road with a pedestrian connection to Parcel X, north of the DBA – CarVillage
- Removal of the frontage road in the southeast quadrant of the SC 170 at Seagrass Station intersection

Based on the capacity analysis, removing access to Hager Street will have a minimal impact on the surrounding roadway network. The Town of Bluffton recently did a signal warrant analysis at the intersection of SC 170 (Okatie Highway) at Seagrass station and it was not warranted per a discussion with SCDOT. It is recommended to continue to monitor this intersection for signalization.

### Attachments

Attachment A – Site Plans

Attachment B – Existing Counts

Attachment C – Trip Generation and Traffic Volume Development Worksheets

Attachment D – HCM 6 Capacity Analysis Reports



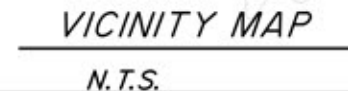


## Attachment A – Site Plans





N/F  
R610 021 000 0288 0000



1. TOTAL SITE ACREAGE REDUCED FROM THE ORIGINAL MASTER PLAN BY DONATION OF LAND TO BEAUFORT COUNTY FOR HIGHWAY 170 WIDENING.
2. REQUIRED OPEN SPACE PER SECTION 2.D.2 OPEN SPACE (PRIVATE OR PUBLIC) OF THE DEVELOPMENT AGREEMENT.
3. PARK AREA IS INCLUDED IN ADJACENT LAND USE AREA AND HAS BEEN CALCULATED IN THE TOTAL AREA ABOVE.
4. PSYCHIATRIC, DRUG AND ALCOHOL REHABILITATION SERVICES WOULD NOT BE ALLOWED UNDER THE LAND USE OF HOSPITAL IN LAND DESCRIPTION HEALTH/HUMAN CARE AS REFERENCED IN SECTION 2.B.7 OF THE PLANNED UNIT DEVELOPMENT AGREEMENT.

MASTER PLAN  
VILLAGE AT  
VERDIER  
PLANTATION

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BLUFFTON, SC

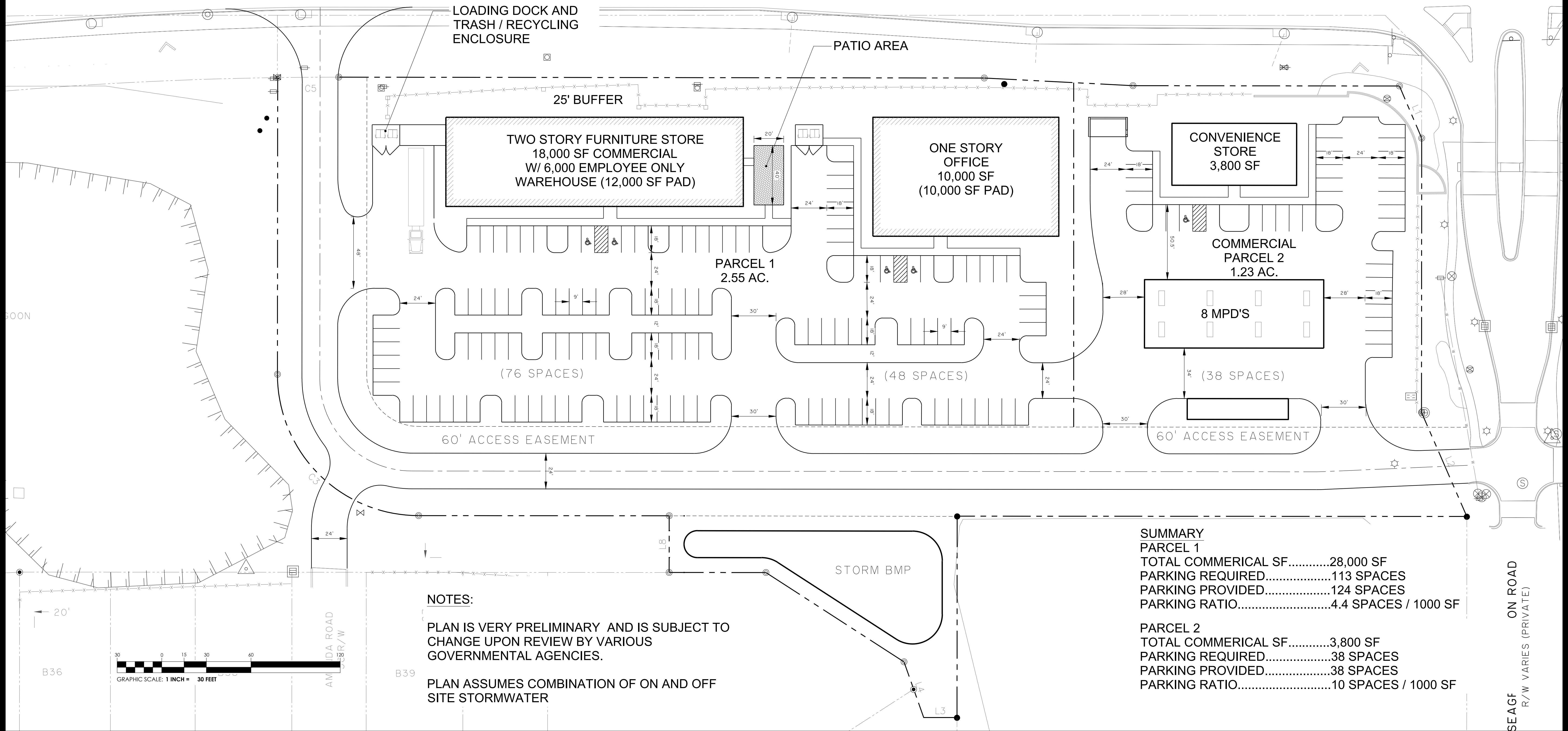
PREPARED FOR:  
HEALTHSOUTH REHABILITATION  
HOSPITAL OF LOWCOUNTRY, LLC

PREPARED BY:

JOB NO: J-26038.0000	DATE: 01-12-17
DRAWN: JRS	SCALE: 1" = 100'
REVIEWED: JRS	SHEET: 1 OF 1



SOUTH CAROLINA HIGHWAY  
R/W VARIES (PUBLIC)



CONCEPTUAL LAYOUT EXHIBIT 2  
**VERDIER COMMERCIAL STUDY**  
BLUFFTON, SOUTH CAROLINA

June 23, 2021



50 Park of Commerce Way  
Savannah, GA 31405 • 912.234.5300

www.thomasandhutton.com

This map illustrates a general plan of the development which is for discussion purposes only, does not limit or bind the owner/developer, and is subject to change and revision without prior written notice to the holder. Dimensions, boundaries and position locations are for illustrative purposes only and are subject to an accurate survey and property description.  
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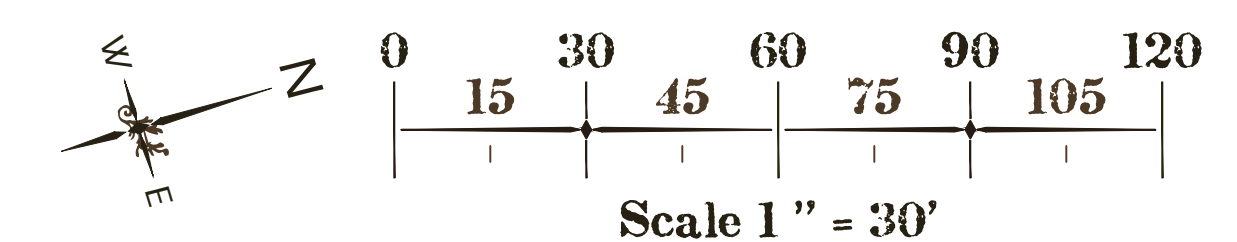


## PARKING SUMMARY

● COMMERCIAL SERVICES - 10,000 SF (4 SPACES/1,000 SF REQUIRED)	40 SPACES
● CLUBHOUSE SHARED - 28 UNITS (1 SPACE/UNIT REQUIRED)	29 SPACES
*EACH UNIT HAS +2 OWNER/GUEST SPACES ON PERMEABLE PAVER DRIVEWAYS	



# CONCEPTUAL PLAN FOR CAR VILLAGE - SEAGRASS BLUFFTON, SOUTH CAROLINA







## Attachment B – Existing Counts



(303) 216-2439  
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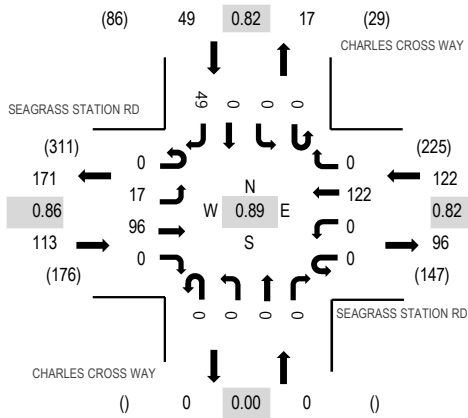
**Location:** 1 CHARLES CROSS WAY & SEAGRASS STATION RD AM

**Date:** Thursday, November 10, 2022

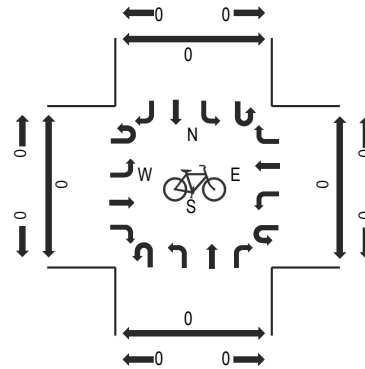
**Peak Hour:** 07:30 AM - 08:30 AM

**Peak 15-Minutes:** 07:45 AM - 08:00 AM

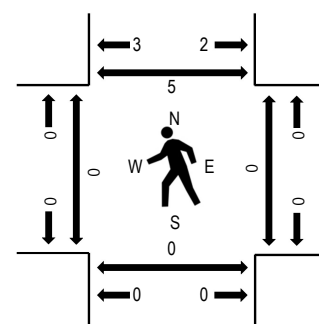
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

### Traffic Counts - Motorized Vehicles

Interval Start Time	SEAGRASS STATION RD				SEAGRASS STATION RD				CHARLES CROSS WAY				CHARLES CROSS WAY				Total	Rolling Hour	Pedestrian Crossings			
	Eastbound				Westbound				Northbound				Southbound						West	East	South	North
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right						
7:00 AM	0	1	9	0	0	0	23	0	0	0	0	0	0	0	0	11	44	244	0	0	0	2
7:15 AM	0	2	9	0	0	0	30	0	0	0	0	0	0	0	0	11	52	278	0	0	0	1
7:30 AM	0	1	29	0	0	0	24	0	0	0	0	0	0	0	0	14	68	284	0	0	0	1
7:45 AM	0	7	26	0	0	0	37	0	0	0	0	0	0	0	0	10	80	270	0	0	0	3
8:00 AM	0	6	22	0	0	0	40	0	0	0	0	0	0	0	0	10	78	243	0	0	0	1
8:15 AM	0	3	19	0	0	0	21	0	0	0	0	0	0	0	0	15	58		0	0	0	0
8:30 AM	0	5	12	0	0	0	26	0	0	0	0	0	0	0	0	11	54		0	0	0	0
8:45 AM	0	4	21	0	0	0	24	0	0	0	0	0	0	0	0	4	53		0	0	0	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lights	0	17	92	0	0	0	118	0	0	0	0	0	0	0	0	49	276
Mediums	0	0	4	0	0	0	4	0	0	0	0	0	0	0	0	0	8
Total	0	17	96	0	0	0	122	0	0	0	0	0	0	0	0	49	284

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %		3.5%				3.3%				0.0%				0.0%			2.8%
Heavy Vehicle %	0.0%	0.0%	4.2%	0.0%	0.0%	0.0%	3.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	2.8%
Peak Hour Factor		0.86				0.82				0.00				0.82			0.89
Peak Hour Factor	0.00	0.75	0.83	0.00	0.00	0.00	0.82	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.82	0.89



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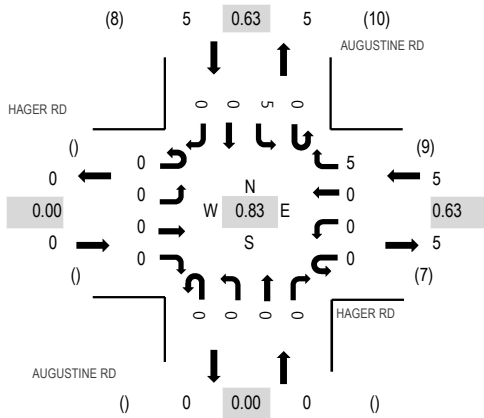
Location: 2 AUGUSTINE RD & HAGER RD AM

Date: Thursday, November 10, 2022

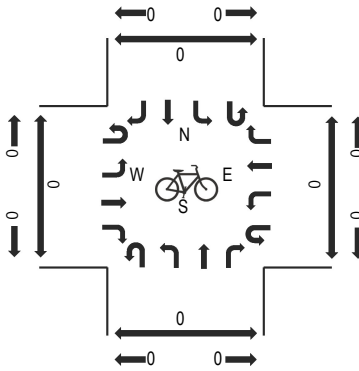
Peak Hour: 07:15 AM - 08:15 AM

Peak 15-Minutes: 07:45 AM - 08:00 AM

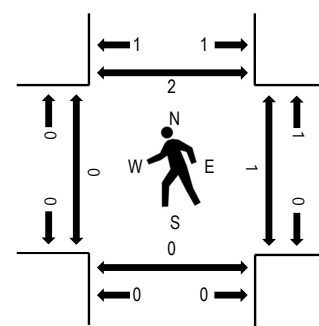
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

### Traffic Counts - Motorized Vehicles

Interval Start Time	HAGER RD Eastbound				HAGER RD Westbound				AUGUSTINE RD Northbound				AUGUSTINE RD Southbound				Total	Rolling Hour	Pedestrian Crossings			
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right			West	East	South	North
7:00 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1	8	0	0	0	1
7:15 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	2	10	0	1	0	1
7:30 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	2	8	0	0	0	0
7:45 AM	0	0	0	0	0	0	0	1	0	0	0	0	0	2	0	0	3	9	0	0	0	0
8:00 AM	0	0	0	0	0	0	0	2	0	0	0	0	0	1	0	0	3	9	0	0	0	1
8:15 AM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0
8:30 AM	0	0	0	0	0	0	0	2	0	0	0	0	0	1	0	0	3	0	2	0	0	0
8:45 AM	0	0	0	0	0	0	0	1	0	0	0	0	1	1	0	0	3	0	0	0	0	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lights	0	0	0	0	0	0	0	5	0	0	0	0	0	5	0	0	10
Mediums	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	5	0	0	0	0	0	5	0	0	10

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Heavy Vehicle %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Peak Hour Factor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.63	0.00	0.00	0.00	0.00	0.25	0.63	0.00	0.00	0.83
Peak Hour Factor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.63	0.00	0.00	0.00	0.00	0.25	0.63	0.00	0.00	0.83





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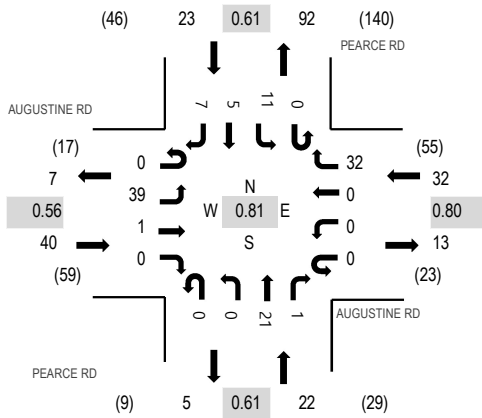
Location: 3 PEARCE RD & AUGUSTINE RD AM

Date: Thursday, November 10, 2022

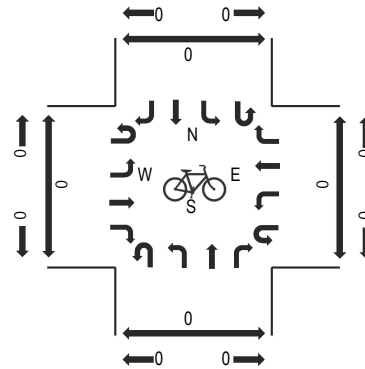
Peak Hour: 07:15 AM - 08:15 AM

Peak 15-Minutes: 08:00 AM - 08:15 AM

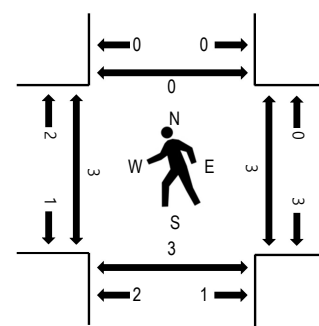
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

### Traffic Counts - Motorized Vehicles

Interval Start Time	AUGUSTINE RD Eastbound				AUGUSTINE RD Westbound				PEARCE RD Northbound				PEARCE RD Southbound				Total	Rolling Hour	Pedestrian Crossings			
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right			West	East	South	North
7:00 AM	0	4	0	0	0	0	0	4	0	0	2	0	0	3	0	0	13	94	0	0	0	0
7:15 AM	0	6	0	0	0	0	0	10	0	0	2	0	0	3	0	1	22	117	2	1	2	0
7:30 AM	0	4	0	0	0	0	0	6	0	0	8	1	0	1	3	2	25	112	0	1	0	0
7:45 AM	0	18	0	0	0	0	0	6	0	0	4	0	0	3	1	2	34	107	0	0	1	0
8:00 AM	0	11	1	0	0	0	0	10	0	0	7	0	0	4	1	2	36	95	1	1	0	0
8:15 AM	0	2	0	0	0	0	0	7	0	1	1	0	0	2	2	2	17		0	0	0	0
8:30 AM	0	8	0	0	0	0	0	8	0	0	1	0	0	2	1	0	20		0	0	1	1
8:45 AM	0	5	0	0	0	0	0	4	0	0	2	0	0	3	1	7	22		0	0	0	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lights	0	39	1	0	0	0	0	32	0	0	19	1	0	11	3	7	113
Mediums	0	0	0	0	0	0	0	0	0	0	2	0	0	0	2	0	4
Total	0	39	1	0	0	0	0	32	0	0	21	1	0	11	5	7	117

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %	0.0%				0.0%				9.1%				8.7%				3.4%
Heavy Vehicle %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	9.5%	0.0%	0.0%	0.0%	40.0%	0.0%	3.4%
Peak Hour Factor	0.56				0.80				0.61				0.61				0.81
Peak Hour Factor	0.00	0.54	0.25	0.00	0.00	0.00	0.00	0.80	0.00	0.25	0.66	0.25	0.00	0.69	0.58	0.39	0.81



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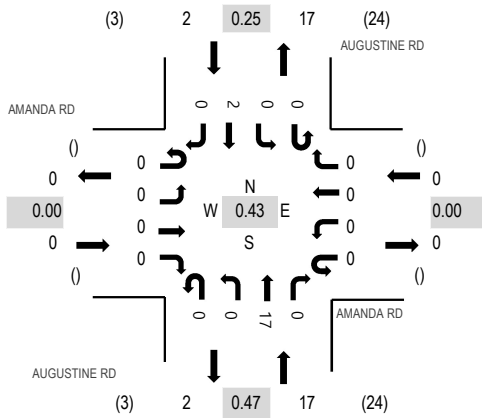
**Location:** 4 AUGUSTINE RD & AMANDA RD AM

**Date:** Thursday, November 10, 2022

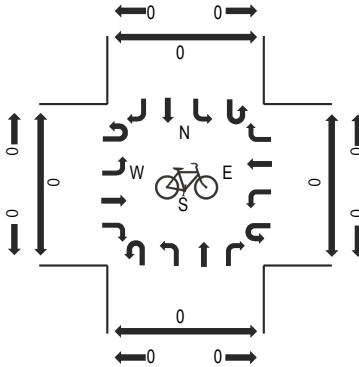
**Peak Hour:** 08:00 AM - 09:00 AM

**Peak 15-Minutes:** 08:45 AM - 09:00 AM

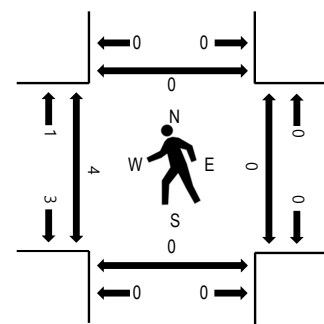
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

### Traffic Counts - Motorized Vehicles

Interval Start Time	AMANDA RD Eastbound				AMANDA RD Westbound				AUGUSTINE RD Northbound				AUGUSTINE RD Southbound				Total	Rolling Hour	Pedestrian Crossings			
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right			West	East	South	North
7:00 AM	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	8	0	0	0	0
7:15 AM	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	4	9	0	0	0	0
7:30 AM	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1	9	0	0	0	0
7:45 AM	0	0	0	0	0	0	0	0	0	0	1	0	0	0	1	0	2	10	0	0	0	0
8:00 AM	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2	19	1	0	0	0
8:15 AM	0	0	0	0	0	0	0	0	0	0	4	0	0	0	0	0	4		1	0	0	0
8:30 AM	0	0	0	0	0	0	0	0	0	0	2	0	0	0	0	0	2		1	0	0	0
8:45 AM	0	0	0	0	0	0	0	0	0	0	9	0	0	0	2	0	11		1	0	0	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lights	0	0	0	0	0	0	0	0	0	0	17	0	0	0	2	0	19
Mediums	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Total	0	0	0	0	0	0	0	0	0	0	17	0	0	0	2	0	19

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Heavy Vehicle %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%
Peak Hour Factor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.47	0.47	0.00	0.00	0.00	0.00	0.25	0.00	0.43
Peak Hour Factor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.47	0.00	0.00	0.00	0.25	0.00	0.43



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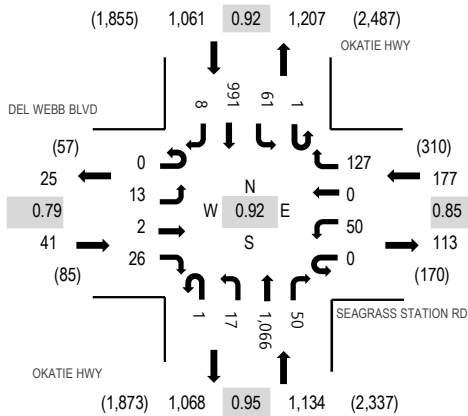
**Location:** 5 OKATIE HWY & SEAGRASS STATION RD AM

**Date:** Thursday, November 10, 2022

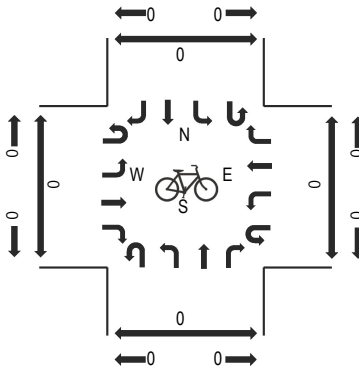
**Peak Hour:** 07:30 AM - 08:30 AM

**Peak 15-Minutes:** 07:45 AM - 08:00 AM

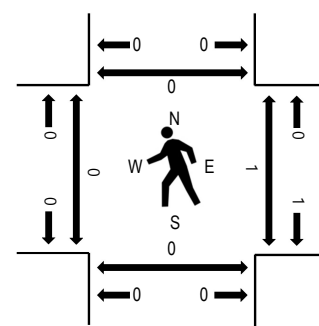
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

### Traffic Counts - Motorized Vehicles

Interval Start Time	DEL WEBB BLVD Eastbound				SEAGRASS STATION RD Westbound				OKATIE HWY Northbound				OKATIE HWY Southbound				Total	Rolling Hour	Pedestrian Crossings			
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right			West	East	South	North
7:00 AM	0	1	0	8	0	6	0	26	0	2	267	7	0	3	169	2	491	2,298	0	0	0	0
7:15 AM	0	2	0	6	0	7	0	31	1	2	296	5	0	7	185	0	542	2,397	0	0	0	0
7:30 AM	0	1	1	5	0	12	0	29	0	5	296	11	1	17	225	3	606	2,413	0	0	0	0
7:45 AM	0	3	1	3	0	8	0	37	0	4	303	13	0	20	265	2	659	2,347	0	1	0	0
8:00 AM	0	1	0	11	0	18	0	34	0	4	243	10	0	18	249	2	590	2,289	0	0	0	0
8:15 AM	0	8	0	7	0	12	0	27	1	4	224	16	0	6	252	1	558		0	0	0	0
8:30 AM	0	5	0	5	0	6	0	26	0	7	275	7	1	9	197	2	540		0	0	0	0
8:45 AM	0	10	0	7	0	5	0	26	1	13	314	6	0	13	202	4	601		0	0	0	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	7	0	0	0	14	0	21
Lights	0	13	2	25	0	49	0	124	1	17	1,047	47	1	60	930	8	2,324
Mediums	0	0	0	1	0	1	0	3	0	0	12	3	0	1	47	0	68
Total	0	13	2	26	0	50	0	127	1	17	1,066	50	1	61	991	8	2,413

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %	2.4%				2.3%				1.9%				5.8%				3.7%
Heavy Vehicle %	0.0%	0.0%	0.0%	3.8%	0.0%	2.0%	0.0%	2.4%	0.0%	0.0%	1.8%	6.0%	0.0%	1.6%	6.2%	0.0%	3.7%
Peak Hour Factor	0.79				0.85				0.95				0.92				0.92
Peak Hour Factor	0.00	0.60	0.50	0.68	0.00	0.69	0.00	0.89	0.50	0.54	0.96	0.78	0.25	0.78	0.93	0.56	0.92



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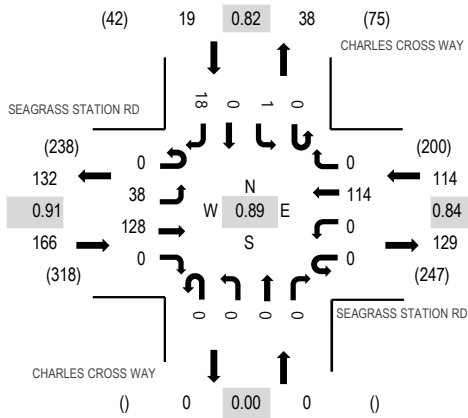
**Location:** 1 CHARLES CROSS WAY & SEAGRASS STATION RD PM

**Date:** Thursday, November 10, 2022

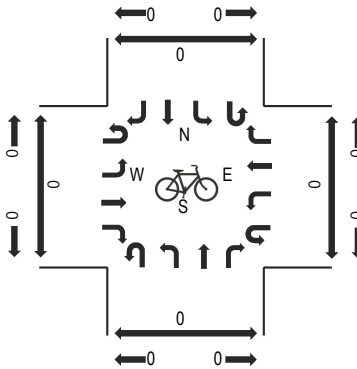
**Peak Hour:** 04:15 PM - 05:15 PM

**Peak 15-Minutes:** 04:15 PM - 04:30 PM

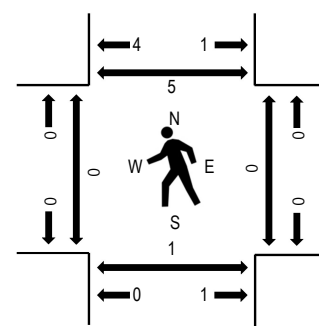
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

### Traffic Counts - Motorized Vehicles

Interval Start Time	SEAGRASS STATION RD Eastbound				SEAGRASS STATION RD Westbound				CHARLES CROSS WAY Northbound				CHARLES CROSS WAY Southbound				Total	Rolling Hour	Pedestrian Crossings			
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right			West	East	South	North
4:00 PM	0	8	26	0	0	0	26	0	0	0	0	0	0	1	0	5	66	291	0	0	0	0
4:15 PM	0	6	38	0	0	0	34	0	0	0	0	0	0	0	0	6	84	299	0	0	0	0
4:30 PM	0	12	27	0	0	0	28	0	0	0	0	0	0	0	0	6	73	288	0	0	1	3
4:45 PM	0	11	31	0	0	0	25	0	0	0	0	0	0	0	0	1	68	268	0	0	0	0
5:00 PM	0	9	32	0	0	0	27	0	0	0	0	0	0	1	0	5	74	269	0	0	0	2
5:15 PM	0	10	36	0	0	0	21	1	0	0	0	0	0	0	0	5	73		0	0	0	1
5:30 PM	0	8	21	0	0	0	19	0	0	0	0	0	0	1	0	4	53		1	0	0	0
5:45 PM	0	10	33	0	0	0	19	0	0	0	0	0	0	0	0	7	69		0	0	0	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lights	0	37	125	0	0	0	110	0	0	0	0	0	0	1	0	18	291
Mediums	0	1	3	0	0	0	4	0	0	0	0	0	0	0	0	0	8
Total	0	38	128	0	0	0	114	0	0	0	0	0	0	1	0	18	299

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %		2.4%				3.5%				0.0%				0.0%			2.7%
Heavy Vehicle %	0.0%	2.6%	2.3%	0.0%	0.0%	0.0%	3.5%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	2.7%
Peak Hour Factor		0.91				0.84				0.00				0.82			0.89
Peak Hour Factor	0.00	0.88	0.84	0.00	0.00	0.00	0.84	0.25	0.00	0.00	0.00	0.00	0.00	0.50	0.00	0.75	0.89

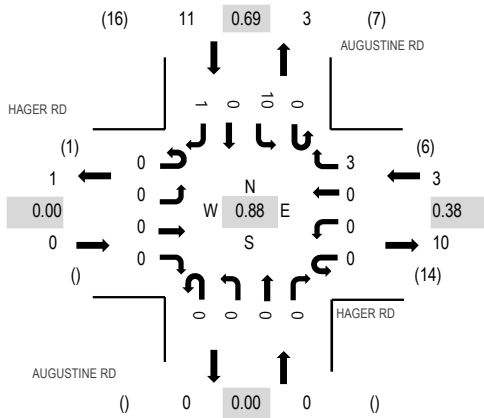
**Location:** 2 AUGUSTINE RD & HAGER RD PM

**Date:** Thursday, November 10, 2022

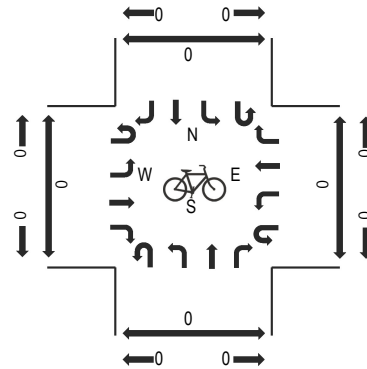
**Peak Hour:** 04:00 PM - 05:00 PM

**Peak 15-Minutes:** 04:00 PM - 04:15 PM

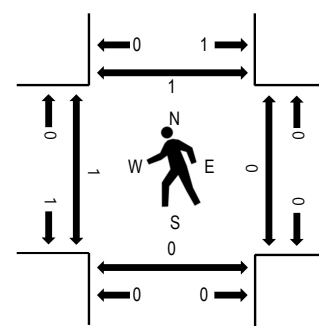
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

## Traffic Counts - Motorized Vehicles

Interval Start Time	HAGER RD Eastbound				HAGER RD Westbound				AUGUSTINE RD Northbound				AUGUSTINE RD Southbound				Total	Rolling Hour	Pedestrian Crossings			
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right			West	East	South	North
4:00 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	3	0	0	4	14	0	0	0	0
4:15 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	1	0	0	2	12	0	0	0	0
4:30 PM	0	0	0	0	0	0	0	1	0	0	0	0	0	3	0	0	4	11	1	0	0	0
4:45 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	3	0	1	4	9	0	0	0	1
5:00 PM	0	0	0	0	0	0	0	1	0	0	0	0	1	0	0	0	2	8	0	1	0	1
5:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	1		0	0	0	0
5:30 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	2		0	0	0	0
5:45 PM	0	0	0	0	0	0	0	2	0	0	0	0	0	1	0	0	3		0	0	0	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lights	0	0	0	0	0	0	0	2	0	0	0	0	0	10	0	1	13
Mediums	0	0	0	0	0	0	0	1	0	0	0	0	0	0	0	0	1
Total	0	0	0	0	0	0	0	3	0	0	0	0	0	10	0	1	14

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %		0.0%				33.3%				0.0%				0.0%			7.1%
Heavy Vehicle %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	33.3%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	7.1%
Peak Hour Factor		0.00				0.38				0.00				0.69			0.88
Peak Hour Factor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.38	0.00	0.00	0.00	0.00	0.25	0.83	0.00	0.25	0.88



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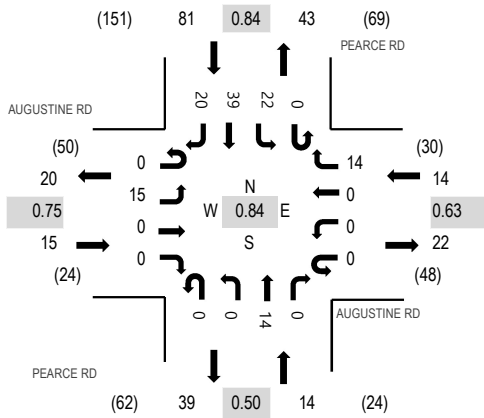
Location: 3 PEARCE RD & AUGUSTINE RD PM

Date: Thursday, November 10, 2022

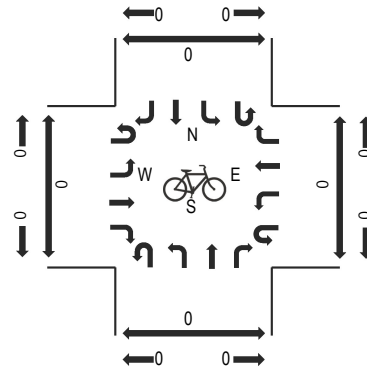
Peak Hour: 04:15 PM - 05:15 PM

Peak 15-Minutes: 04:15 PM - 04:30 PM

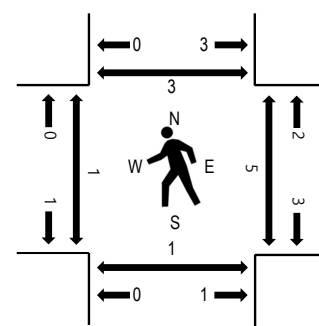
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

### Traffic Counts - Motorized Vehicles

Interval Start Time	AUGUSTINE RD Eastbound				AUGUSTINE RD Westbound				PEARCE RD Northbound				PEARCE RD Southbound				Total	Rolling Hour	Pedestrian Crossings			
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right			West	East	South	North
4:00 PM	0	2	0	0	0	1	0	2	0	0	0	1	0	4	3	8	21	112	0	0	0	0
4:15 PM	0	4	0	0	0	0	0	3	0	0	7	0	0	5	12	6	37	124	0	4	0	3
4:30 PM	0	4	0	0	0	0	0	4	0	0	1	0	0	6	6	6	27	117	1	0	0	0
4:45 PM	0	2	0	0	0	0	0	5	0	0	4	0	0	3	9	4	27	112	0	1	1	0
5:00 PM	0	5	0	0	0	0	0	2	0	0	2	0	0	8	12	4	33	117	0	0	0	0
5:15 PM	0	1	0	0	0	0	0	2	0	1	1	2	0	5	11	7	30		0	5	1	0
5:30 PM	0	2	0	1	0	1	0	4	0	0	1	0	0	6	2	5	22		0	4	1	1
5:45 PM	0	2	0	1	0	0	0	6	0	1	3	0	0	8	3	8	32		0	0	2	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lights	0	14	0	0	0	0	0	14	0	0	12	0	0	22	37	20	119
Mediums	0	1	0	0	0	0	0	0	0	0	2	0	0	0	2	0	5
Total	0	15	0	0	0	0	0	14	0	0	14	0	0	22	39	20	124

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %		6.7%				0.0%				14.3%				2.5%			4.0%
Heavy Vehicle %	0.0%	6.7%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	14.3%	0.0%	0.0%	0.0%	5.1%	0.0%	4.0%
Peak Hour Factor		0.75				0.63				0.50				0.84			0.84
Peak Hour Factor	0.00	0.75	0.00	0.50	0.00	0.25	0.00	0.58	0.00	0.50	0.50	0.25	0.00	0.84	0.81	0.75	0.84



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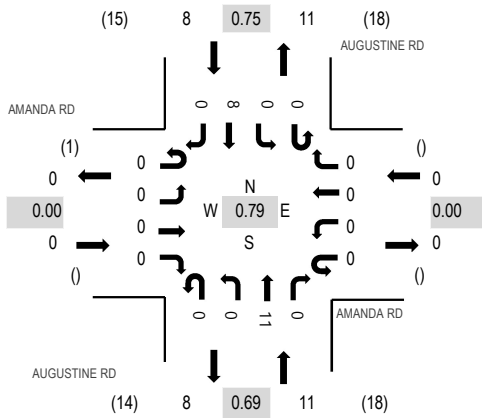
Location: 4 AUGUSTINE RD & AMANDA RD PM

Date: Thursday, November 10, 2022

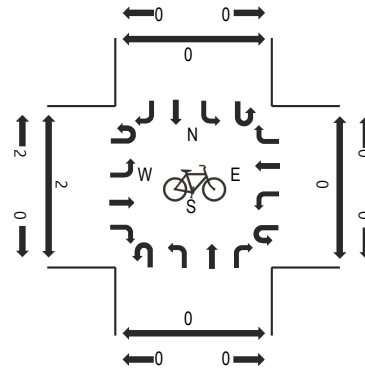
Peak Hour: 04:45 PM - 05:45 PM

Peak 15-Minutes: 04:45 PM - 05:00 PM

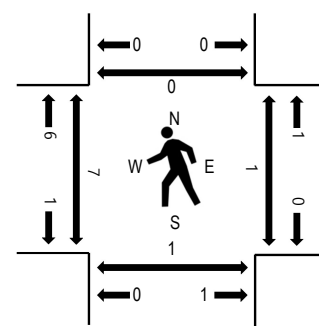
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

### Traffic Counts - Motorized Vehicles

Interval Start Time	AMANDA RD Eastbound				AMANDA RD Westbound				AUGUSTINE RD Northbound				AUGUSTINE RD Southbound				Total	Rolling Hour	Pedestrian Crossings			
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right			West	East	South	North
4:00 PM	0	0	0	0	0	0	0	0	0	0	3	0	0	0	1	0	4	15	1	1	0	0
4:15 PM	0	0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	2	16	1	0	0	0
4:30 PM	0	0	0	0	0	0	0	0	0	0	1	0	0	0	2	0	3	18	1	0	0	0
4:45 PM	0	0	0	0	0	0	0	0	0	0	4	0	0	0	2	0	6	19	1	0	0	0
5:00 PM	0	0	0	0	0	0	0	0	0	0	2	0	0	0	3	0	5	18	0	0	0	0
5:15 PM	0	0	0	0	0	0	0	0	0	0	3	0	0	0	1	0	4		4	1	1	0
5:30 PM	0	0	0	0	0	0	0	0	0	0	2	0	0	0	2	0	4		2	0	0	0
5:45 PM	0	0	0	0	0	0	0	0	0	0	3	0	0	0	1	1	5		0	0	0	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Lights	0	0	0	0	0	0	0	0	0	0	10	0	0	0	8	0	18
Mediums	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0	1
Total	0	0	0	0	0	0	0	0	0	0	11	0	0	0	8	0	19

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	9.1%	0.0%	0.0%	0.0%	0.0%	0.0%	5.3%
Heavy Vehicle %	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	0.0%	9.1%	0.0%	0.0%	0.0%	0.0%	0.0%	5.3%
Peak Hour Factor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.69	0.00	0.00	0.00	0.75	0.25	0.79
Peak Hour Factor	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.69	0.00	0.00	0.00	0.75	0.25	0.79





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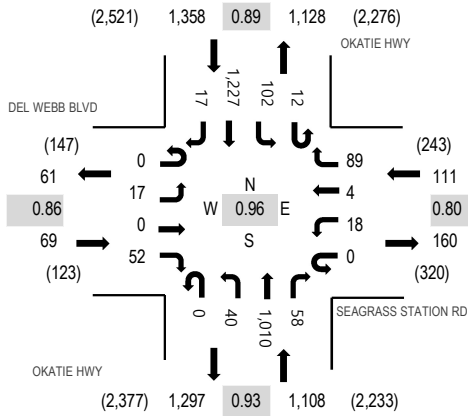
**Location:** 5 OKATIE HWY & SEAGRASS STATION RD PM

**Date:** Thursday, November 10, 2022

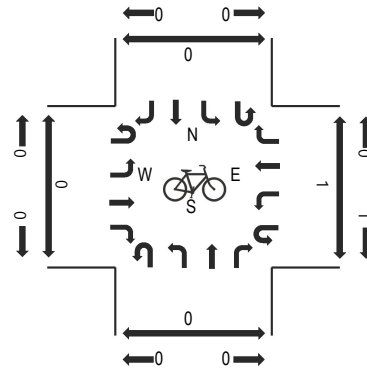
**Peak Hour:** 04:45 PM - 05:45 PM

**Peak 15-Minutes:** 05:00 PM - 05:15 PM

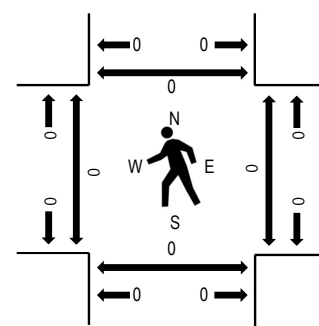
### Peak Hour - Motorized Vehicles



### Peak Hour - Bicycles



### Peak Hour - Pedestrians



Note: Total study counts contained in parentheses.

### Traffic Counts - Motorized Vehicles

Interval Start Time	DEL WEBB BLVD Eastbound				SEAGRASS STATION RD Westbound				OKATIE HWY Northbound				OKATIE HWY Southbound				Total	Rolling Hour	Pedestrian Crossings			
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right			West	East	South	North
4:00 PM	0	4	0	11	0	5	0	26	0	16	280	21	5	12	266	9	655	2,533	0	0	0	0
4:15 PM	0	6	0	6	0	7	0	36	0	22	250	15	2	30	241	12	627	2,570	0	0	0	0
4:30 PM	0	1	0	11	0	8	1	25	0	2	246	14	0	25	261	9	603	2,634	0	0	0	0
4:45 PM	0	2	0	15	0	5	1	18	0	16	282	14	1	27	265	2	648	2,646	0	0	0	0
5:00 PM	0	3	0	13	0	6	1	29	0	7	235	18	8	26	339	7	692	2,587	0	0	0	0
5:15 PM	0	7	0	13	0	3	1	23	0	7	249	16	1	30	336	5	691		0	0	0	0
5:30 PM	0	5	0	11	0	4	1	19	0	10	244	10	2	19	287	3	615		0	0	0	0
5:45 PM	0	6	0	9	0	4	0	20	0	11	240	8	1	35	251	4	589		0	0	0	0

### Peak Rolling Hour Flow Rates

Vehicle Type	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Articulated Trucks	0	0	0	0	0	0	0	0	0	0	7	0	0	0	1	0	8
Lights	0	17	0	51	0	18	4	88	0	40	974	58	12	100	1,212	17	2,591
Mediums	0	0	0	1	0	0	0	1	0	0	29	0	0	2	14	0	47
Total	0	17	0	52	0	18	4	89	0	40	1,010	58	12	102	1,227	17	2,646

### Heavy Vehicle Percentage and Peak Hour Factor

	Eastbound				Westbound				Northbound				Southbound				Total
	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	U-Turn	Left	Thru	Right	
Heavy Vehicle %		1.4%				0.9%				3.2%				1.3%			2.1%
Heavy Vehicle %	0.0%	0.0%	0.0%	1.9%	0.0%	0.0%	0.0%	1.1%	0.0%	0.0%	3.6%	0.0%	0.0%	2.0%	1.2%	0.0%	2.1%
Peak Hour Factor		0.86				0.80				0.93				0.89			0.96
Peak Hour Factor	0.00	0.75	0.00	0.87	0.00	0.81	1.00	0.75	0.00	0.64	0.94	0.76	0.38	0.79	0.90	0.67	0.96



## Attachment C – Traffic Volume Development Worksheet

Village at Verider Parcel X Trip Generation									
Land Use	Intensity	Units	Daily	AM Peak Hour			PM Peak Hour		
				Total	In	Out	Total	In	Out
Office Land Uses			144	17	14	3	22	7	15
712 - Small Office Building	10.0	KSF	144	17	14	3	22	7	15
Retail Land Uses			2,512	159	81	78	194	97	97
890 - Furniture Store	18.0	KSF	140	5	4	1	10	5	5
945 - Convenience Store/Gas Station (2-8 Fueling Positions)	3.8	KSF	2,372	154	77	77	184	92	92
Subtotal			2,656	176	95	81	216	104	112
Internal Capture			60	4	2	2	4	2	2
ITE Pass-By			2,194	92	46	46	106	53	53
Adjacent Street Traffic			25,100	1,930			2,407		
10% Adjacent Street Traffic			2,510	194	97	97	242	121	121
Pass-By			2,194	92	46	46	106	53	53
Multimodal Reduction			0	0	0	0	0	0	0
Total Net New External Trips			402	80	47	33	106	49	57
Note: Trip generation was calculated using the following data:									
<u>Daily Traffic Generation</u>									
Office Land Uses									
712 - Small Office Building			ITE 712	=	T = 14.39 (X); (50 % In; 50 % Out)				
Retail Land Uses									
890 - Furniture Store			ITE 890	=	T = 5.17 * (X) + (46.56); (50 % In; 50 % Out)				
945 - Convenience Store/Gas Station (2-8 Fueling Positions)			ITE 945	=	T= 624.2 * (X) (50 % In; 50 % Out)				
<u>AM Peak-Hour Traffic Generation</u>									
Office Land Uses									
712 - Small Office Building			ITE 712	=	T = 1.67 (X); (82 % In; 18 % Out)				
Retail Land Uses									
890 - Furniture Store			ITE 890	=	T = 0.24 * (X) + (0.94); (71 % In; 29 % Out)				
945 - Convenience Store/Gas Station (2-8 Fueling Positions)			ITE 945	=	T= 40.59 * (X) (50 % In; 50 % Out)				
<u>PM Peak-Hour Traffic Generation</u>									
Office Land Uses									
712 - Small Office Building			ITE 712	=	T = 2.16 (X); (34 % In; 68 % Out)				
Retail Land Uses									
890 - Furniture Store			ITE 890	=	LN (T) = 0.85 * LN (X) + (-0.18); (47 % In; 53 % Out)				
945 - Convenience Store/Gas Station (2-8 Fueling Positions)			ITE 945	=	T= 48.48 * (X) (50 % In; 50 % Out)				

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

Hager Access

**INTERSECTION:** Intersection 1 - Okatie Highway and Seagrass Station Road  
**COUNT DATE:** November 10, 2022  
**AM PEAK HOUR FACTOR:** 0.92 **AM FUTURE PEAK HOUR FACTOR:** 0.92  
**PM PEAK HOUR FACTOR:** 0.96 **PM FUTURE PEAK HOUR FACTOR:** 0.95

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
AM Adjusted Turning Movement Counts¹					0	13	2	26	0	50	0	127	1	17	1,066	50	1	61	991	8	
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM 2022 EXISTING TRAFFIC					0	13	2	26	0	50	0	127	1	17	1,066	50	1	61	991	8	
AM Heavy Vehicle Percentage					2%	2%	2%	4%	2%	2%	2%	2%	2%	2%	2%	6%	2%	2%	6%	2%	
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH					0	4	1	9	0	17	0	43	0	6	361	17	0	21	335	3	
AM 2027 NO-BUILD TRAFFIC (No AD)					0	17	3	35	0	67	0	170	1	23	1,427	67	1	82	1,326	11	
Approved Development 1: Car Village															10						
Approved Development 2: Amanda Redistribution												-37			37	-6					
Approved Development 3: Hager Redistribution												-29			29	-5					
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	0	0	0	0	0	0	-66	0	0	76	-11	0	0	0	0	
AM 2027 NO-BUILD TRAFFIC					0	17	3	35	0	67	0	104	1	23	1,503	56	1	82	1,326	11	
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE		TYPE		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Pass-By Distribution	Entering													-10%	10%		50%	-50%			
	Exiting								50%		20%										
Net New Distribution	Entering														10%		50%				
	Exiting								50%		20%			30%							
"AM PROJECT TRIPS"																					
LAND USE		TYPE		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Project Trip	Pass - By								23		9			-5	5		23	-23			
	Net New		0	0	0	0	0	0	17	0	6	0	0	10	5	0	23	0	0		
AM TOTAL PROJECT TRIPS					0	0	0	0	0	40	0	15	0	0	5	10	0	46	-23	0	
AM 2027 BUILD-OUT TRAFFIC					0	17	3	35	0	107	0	119	1	23	1,508	66	1	128	1,303	11	

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
PM Adjusted Turning Movement Counts¹					0	17	0	52	0	18	4	89	0	40	1,010	58	12	102	1,227	17	
PM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
PM 2022 EXISTING TRAFFIC					0	17	0	52	0	18	4	89	0	40	1,010	58	12	102	1,227	17	
PM Heavy Vehicle Percentage					2%	2%	2%	2%	2%	2%	2%	1%	2%	2%	4%	2%	2%	2%	1%	2%	
PM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH					0	6	0	18	0	6	1	30	0	14	342	20	4	34	415	6	
PM 2027 NO-BUILD TRAFFIC (No AD)					0	23	0	70	0	24	5	119	0	54	1,352	78	16	136	1,642	23	
Approved Development 1: Car Village														10							
Approved Development 2: Amanda Redistribution											-21			21	-17						
Approved Development 3: Hager Redistribution											-15			15	-13						
TOTAL PM APPROVED DEVELOPMENT TRAFFIC					0	0	0	0	0	0	0	-36	0	0	46	-30	0	0	0	0	
PM 2027 NO-BUILD TRAFFIC					0	23	0	70	0	24	5	83	0	54	1,398	48	16	136	1,642	23	
PM 2027 NO-BUILD TRAFFIC					0	23	0	70	0	24	5	83	0	54	1,398	48	16	136	1,642	23	
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR				
Pass-By Distribution	Entering											-10%	10%		50%	-50%					
	Exiting						50%		20%												
Net New Distribution	Entering												10%		50%						
	Exiting						50%		20%			30%									
"PM PROJECT TRIPS"																					
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR				
Project Trip	Pass - By						27		11			-5	5		27	-27					
	Net New	0	0	0	0	0	29	0	11	0	0	17	5	0	24	0	0				
PM TOTAL PROJECT TRIPS		0	0	0	0	0	56	0	22	0	0	12	10	0	51	-27	0				
PM 2027 BUILD-OUT TRAFFIC																					

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

Hager Access

**INTERSECTION:** Intersection 2 - Seagrass Station Road and Charles Cross Way  
**COUNT DATE:** November 10, 2022  
**AM PEAK HOUR FACTOR:** 0.89 **AM FUTURE PEAK HOUR FACTOR:** 0.90  
**PM PEAK HOUR FACTOR:** 0.89 **PM FUTURE PEAK HOUR FACTOR:** 0.90

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
AM Adjusted Turning Movement Counts <sup>1</sup>					0	17	96	0	0	0	122	0	0	0	0	0	0	0	0	0	49
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AM 2022 EXISTING TRAFFIC					0	17	96	0	0	0	122	0	0	0	0	0	0	0	0	0	49
AM Heavy Vehicle Percentage					2%	2%	4%	2%	2%	2%	3%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH					0	6	32	0	0	0	41	0	0	0	0	0	0	0	0	0	17
AM 2027 NO-BUILD TRAFFIC (No AD)					0	23	128	0	0	0	163	0	0	0	0	0	0	0	0	0	66
Approved Development 1: Car Village																					
Approved Development 2: Amanda Redistribution							-6				-37										
Approved Development 3: Hager Redistribution							-5				-29										
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	0	-11	0	0	0	-66	0	0	0	0	0	0	0	0	0	0
AM 2027 NO-BUILD TRAFFIC					0	23	117	0	0	0	97	0	0	0	0	0	0	0	0	0	66
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE		TYPE		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Pass-By Distribution	Entering					60%															
	Exiting												70%								
Net New Distribution	Entering					60%															
	Exiting												70%								
"AM PROJECT TRIPS"																					
LAND USE		TYPE		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Project Trip	Pass - By					28							32								
	Net New		0	0	0	28	0	0	0	0	0	0	23	0	0	0	0	0	0		
AM TOTAL PROJECT TRIPS					0	0	0	56	0	0	0	0	0	55	0	0	0	0	0	0	
AM 2027 BUILD-OUT TRAFFIC					0	23	117	56	0	0	97	0	0	55	0	0	0	0	0	0	66

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts <sup>1</sup>		0	38	128	0	0	0	114	0	0	0	0	0	0	1	0	18
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	38	128	0	0	0	114	0	0	0	0	0	0	1	0	18
PM Heavy Vehicle Percentage		2%	3%	2%	2%	2%	2%	4%	2%	2%	2%	2%	2%	2%	2%	2%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	13	43	0	0	0	39	0	0	0	0	0	0	0	0	6
PM 2027 NO-BUILD TRAFFIC (No AD)		0	51	171	0	0	0	153	0	0	0	0	0	0	1	0	24
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution				-17				-21									
Approved Development 3: Hager Redistribution				-13				-15									
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	0	-30	0	0	0	-36	0	0	0	0	0	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	51	141	0	0	0	117	0	0	0	0	0	0	1	0	24
PM 2027 NO-BUILD TRAFFIC		0	51	141	0	0	0	117	0	0	0	0	0	0	1	0	24
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering				60%												
	Exiting										70%						
Net New Distribution	Entering				60%												
	Exiting										70%						
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By				32						37						
	Net New	0	0	0	29	0	0	0	0	0	40	0	0	0	0	0	0
PM TOTAL PROJECT TRIPS		0	0	0	61	0	0	0	0	0	77	0	0	0	0	0	0
PM 2027 BUILD-OUT TRAFFIC		0	51	141	61	0	0	117	0	0	77	0	0	0	1	0	24

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

Hager Access

**INTERSECTION:** Intersection 3 - Augustine Road and Pearce Road  
**COUNT DATE:** November 10, 2022  
**AM PEAK HOUR FACTOR:** 0.81 **AM FUTURE PEAK HOUR FACTOR:** 0.90  
**PM PEAK HOUR FACTOR:** 0.84 **PM FUTURE PEAK HOUR FACTOR:** 0.90

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
AM Adjusted Turning Movement Counts <sup>1</sup>					0	39	1	0	0	0	0	32	0	0	21	1	0	11	5	7	
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM 2022 EXISTING TRAFFIC					0	39	1	0	0	0	0	32	0	0	21	1	0	11	5	7	
AM Heavy Vehicle Percentage					2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	10%	2%	2%	2%	40%	2%	
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH					0	13	0	0	0	0	0	11	0	0	7	0	0	4	2	2	
AM 2027 NO-BUILD TRAFFIC (No AD)					0	52	1	0	0	0	0	43	0	0	28	1	0	15	7	9	
Approved Development 1: Car Village																					
Approved Development 2: Amanda Redistribution						-16	3	1			13	-13		8	-8			-3	-1	-2	
Approved Development 3: Hager Redistribution						-12	2	1			10	-10		7	-7			-2	-1	-2	
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	-28	5	2	0	0	23	-23	0	15	-15	0	0	-5	-2	-4	
AM 2027 NO-BUILD TRAFFIC					0	24	6	2	0	0	23	20	0	15	13	1	0	10	5	5	
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE		TYPE		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Pass-By Distribution	Entering																				
	Exiting																				
	Entering																				
	Exiting																				
"AM PROJECT TRIPS"																					
LAND USE		TYPE		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Project Trip	Pass - By																				
	Net New		-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-		
AM TOTAL PROJECT TRIPS					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
AM 2027 BUILD-OUT TRAFFIC					0	24	6	2	0	0	23	20	0	15	13	1	0	10	5	5	

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
PM Adjusted Turning Movement Counts¹					0	15	0	0	0	0	0	0	14	0	0	14	0	0	22	39	20
PM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC					0	15	0	0	0	0	0	14	0	0	14	0	0	22	39	20	
PM Heavy Vehicle Percentage					2%	7%	2%	2%	2%	2%	2%	2%	2%	2%	14%	2%	2%	2%	5%	2%	
PM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH					0	5	0	0	0	0	0	5	0	0	5	0	0	7	13	7	
PM 2027 NO-BUILD TRAFFIC (No AD)					0	20	0	0	0	0	0	19	0	0	19	0	0	29	52	27	
Approved Development 1: Car Village																					
Approved Development 2: Amanda Redistribution						-7	5	8			7	-7			7	-7			-5	-8	-4
Approved Development 3: Hager Redistribution						-5	4	6			5	-5			5	-5			-4	-6	-3
TOTAL PM APPROVED DEVELOPMENT TRAFFIC					0	-12	9	14	0	0	12	-12	0	12	-12	0	0	-9	-14	-7	
PM 2027 NO-BUILD TRAFFIC					0	8	9	14	0	0	12	7	0	12	7	0	0	20	38	20	
PM 2027 NO-BUILD TRAFFIC					0	8	9	14	0	0	12	7	0	12	7	0	0	20	38	20	
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Pass-By		Entering																			
Distribution		Exiting																			
Net New		Entering																			
Distribution		Exiting																			
"PM PROJECT TRIPS"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Project Trip		Pass - By																			
		Net New			-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
PM TOTAL PROJECT TRIPS					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2027 BUILD-OUT TRAFFIC					0	8	9	14	0	0	12	7	0	12	7	0	0	20	38	20	



**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

Hager Access

**INTERSECTION:** Intersection 4 - Augustine Road and Amanda Road**COUNT DATE:** November 10, 2022**AM PEAK HOUR FACTOR:** 0.43**AM FUTURE PEAK HOUR FACTOR:** 0.90**PM PEAK HOUR FACTOR:** 0.79**PM FUTURE PEAK HOUR FACTOR:** 0.90**AM Peak Hour**

AM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
AM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	0	0	0	17	0	0	0	2	0
AM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	17	0	0	0	2	0
AM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
AM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	6	0	0	0	1	0
AM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	23	0	0	0	3	0
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution			4		2						16	-16				-2	21
Approved Development 3: Hager Redistribution												-9				15	
TOTAL AM APPROVED DEVELOPMENT TRAFFIC		0	4	0	2	0	0	0	0	0	16	-25	0	0	0	13	21
AM 2027 NO-BUILD TRAFFIC		0	4	0	2	0	0	0	0	0	16	-2	0	0	0	16	21
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering										10%						
	Exiting				10%												
Net New Distribution	Entering																
	Exiting																
"AM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By				5						5						
	Net New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
AM TOTAL PROJECT TRIPS		0	0	0	5	0	0	0	0	0	5	0	0	0	0	0	0
AM 2027 BUILD-OUT TRAFFIC		0	4	0	7	0	0	0	0	0	21	-2	0	0	0	16	21

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	0	0	0	11	0	0	0	8	0
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	11	0	0	0	8	0
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	9%	2%	2%	2%	2%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	4	0	0	0	3	0
PM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	15	0	0	0	11	0
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution			13		4						7	-7				-4	14
Approved Development 3: Hager Redistribution												2				7	
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	13	0	4	0	0	0	0	0	7	-5	0	0	0	3	14
PM 2027 NO-BUILD TRAFFIC		0	13	0	4	0	0	0	0	0	7	10	0	0	0	14	14
PM 2027 NO-BUILD TRAFFIC		0	13	0	4	0	0	0	0	0	7	10	0	0	0	14	14
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering										10%						
	Exiting				10%												
	Net New																
Net New Distribution	Entering																
	Exiting																
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By				5						5						
	Net New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PM TOTAL PROJECT TRIPS		0	0	0	5	0	0	0	0	0	5	0	0	0	0	0	0
PM 2027 BUILD-OUT TRAFFIC		0	13	0	9	0	0	0	0	0	12	10	0	0	0	14	14

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

Hager Access

**INTERSECTION:** Intersection 5 - Augustine Road and Hager Road  
**COUNT DATE:** November 10, 2022  
**AM PEAK HOUR FACTOR:** 0.83 **AM FUTURE PEAK HOUR FACTOR:** 0.90  
**PM PEAK HOUR FACTOR:** 0.88 **PM FUTURE PEAK HOUR FACTOR:** 0.90

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
AM Adjusted Turning Movement Counts¹		0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0		
AM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
AM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0		
AM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%		
AM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%		
AM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0		
AM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	0		
Approved Development 1: Car Village																			
Approved Development 2: Amanda Redistribution																			
Approved Development 3: Hager Redistribution			3	2				12	-12						-2		17		
TOTAL AM APPROVED DEVELOPMENT TRAFFIC		0	3	2	0	0	0	12	-12	0	0	0	0	0	-2	0	17		
AM 2027 NO-BUILD TRAFFIC		0	3	2	0	0	0	12	-12	0	0	0	0	0	5	0	17		
"SITE TRAFFIC DISTRIBUTION"		LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering		10%																
	Exiting																		10%
Net New Distribution	Entering																		
	Exiting																		
"AM PROJECT TRIPS"		LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By		5																5
	Net New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
AM TOTAL PROJECT TRIPS		0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	5
AM 2027 BUILD-OUT TRAFFIC		0	8	2	0	0	0	0	12	-12	0	0	0	0	0	5	0	22	

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts¹		0	0	0	0	0	0	0	3	0	0	0	0	0	10	0	14
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	3	0	0	0	0	0	10	0	14
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	33%	2%	2%	2%	2%	2%	2%	2%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	1	0	0	0	0	0	3	0	5
PM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	4	0	0	0	0	0	13	0	19
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution																	
Approved Development 3: Hager Redistribution			10	3				5	-5								
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	10	3	0	0	0	5	-5	0	0	0	0	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	10	3	0	0	0	5	-1	0	0	0	0	0	13	0	19
PM 2027 NO-BUILD TRAFFIC		0	10	3	0	0	0	5	-1	0	0	0	0	0	13	0	19
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering		10%														
	Exiting																10%
Net New Distribution	Entering																
	Exiting																
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By		5														5
	Net New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PM TOTAL PROJECT TRIPS		0	5	0	0	0	0	0	0	0	0	0	0	0	0	0	5
PM 2027 BUILD-OUT TRAFFIC		0	15	3	0	0	0	5	-1	0	0	0	0	0	13	0	24

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

Hager Access

**INTERSECTION:** Intersection 6 - Okatie Highway and Hager Road  
**COUNT DATE:** November 10, 2022  
**AM PEAK HOUR FACTOR:** 0.92 **AM FUTURE PEAK HOUR FACTOR:** 0.92  
**PM PEAK HOUR FACTOR:** 0.96 **PM FUTURE PEAK HOUR FACTOR:** 0.95

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
AM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	0	0	0	1,133	0	0	0	1,067	0
AM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	1,133	0	0	0	1,067	0
AM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	6%	2%
AM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	383	0	0	0	361	0
AM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	1,516	0	0	0	1,428	0
Approved Development 1: Car Village									10			10					
Approved Development 2: Amanda Redistribution																	
Approved Development 3: Hager Redistribution									29			-5	5				
TOTAL AM APPROVED DEVELOPMENT TRAFFIC		0	0	0	0	0	0	0	39	0	0	-5	15	0	0	0	0
AM 2027 NO-BUILD TRAFFIC		0	0	0	0	0	0	0	39	0	0	1,511	15	0	0	1,428	0
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering											-10%	10%				
	Exiting								10%								
Net New Distribution	Entering											50%					
	Exiting															50%	
"AM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By								5			-5	5				
	Net New	0	0	0	0	0	0	0	0	0	0	24	0	0	0	17	0
AM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	5	0	0	19	5	0	0	17	0
AM 2027 BUILD-OUT TRAFFIC		0	0	0	0	0	0	0	44	0	0	1,530	20	0	0	1,445	0

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts¹		0	0	0	0	0	0	0	0	0	0	1,108	0	0	0	1,297	0
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	1,108	0	0	0	1,297	0
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	3%	2%	2%	2%	1%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	375	0	0	0	439	0
PM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	1,483	0	0	0	1,736	0
Approved Development 1: Car Village									10			10					
Approved Development 2: Amanda Redistribution																	
Approved Development 3: Hager Redistribution									15			-13	13				
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	0	0	0	0	0	0	25	0	0	-13	23	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	0	0	0	0	0	0	25	0	0	1,470	23	0	0	1,736	0
PM 2027 NO-BUILD TRAFFIC		0	0	0	0	0	0	0	25	0	0	1,470	23	0	0	1,736	0
"SITE TRAFFIC DISTRUBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering											-10%	10%				
	Exiting								10%								
Net New Distribution	Entering											50%					
	Exiting															50%	
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By								5			-5	5				
	Net New	0	0	0	0	0	0	0	0	0	0	25	0	0	0	29	0
PM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	5	0	0	20	5	0	0	29	0
PM 2027 BUILD-OUT TRAFFIC		0	0	0	0	0	0	0	30	0	0	1,490	28	0	0	1,765	0

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

Hager Access

**INTERSECTION:** Intersection 7 - Okatie Highway and Amanda Road  
**COUNT DATE:** November 10, 2022  
**AM PEAK HOUR FACTOR:** 0.92 **AM FUTURE PEAK HOUR FACTOR:** 0.92  
**PM PEAK HOUR FACTOR:** 0.96 **PM FUTURE PEAK HOUR FACTOR:** 0.95

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
AM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	0	0	0	1,133	0	0	0	1,067	0		
AM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
AM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	1,133	0	0	0	1,067	0		
AM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	6%	2%		
AM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%		
AM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	383	0	0	0	361	0		
AM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	1,516	0	0	0	1,428	0		
Approved Development 1: Car Village												10							
Approved Development 2: Amanda Redistribution									37			-6	6						
Approved Development 3: Hager Redistribution												24							
TOTAL AM APPROVED DEVELOPMENT TRAFFIC		0	0	0	0	0	0	0	37	0	0	28	6	0	0	0	0		
AM 2027 NO-BUILD TRAFFIC		0	0	0	0	0	0	0	37	0	0	1,544	6	0	0	1,428	0		
"SITE TRAFFIC DISTRIBUTION"		LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering												-30%	30%					
	Exiting									20%									
Net New Distribution	Entering												10%	40%					
	Exiting									30%							50%		
"AM PROJECT TRIPS"		LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By										9		-14	14					
	Net New	0	0	0	0	0	0	0	0	0	10	0	5	19	0	0	17	0	
AM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	0	0	19	0	0	-9	33	0	0	17	0
AM 2027 BUILD-OUT TRAFFIC		0	0	0	0	0	0	0	0	56	0	0	1,535	39	0	0	1,445	0	

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts¹		0	0	0	0	0	0	0	0	0	0	1,108	0	0	0	1,297	0
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	1,108	0	0	0	1,297	0
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	3%	2%	2%	2%	1%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	375	0	0	0	439	0
PM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	1,483	0	0	0	1,736	0
Approved Development 1: Car Village												10					
Approved Development 2: Amanda Redistribution									21			-17	17				
Approved Development 3: Hager Redistribution												2					
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	0	0	0	0	0	0	21	0	0	-5	17	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	0	0	0	0	0	0	21	0	0	1,478	17	0	0	1,736	0
PM 2027 NO-BUILD TRAFFIC		0	0	0	0	0	0	0	21	0	0	1,478	17	0	0	1,736	0
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering											-30%	30%				
	Exiting								20%								
Net New Distribution	Entering											10%	40%				
	Exiting								30%							50%	
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By								11			-16	16				
	Net New	0	0	0	0	0	0	0	17	0	0	5	20	0	0	29	0
PM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	28	0	0	-11	36	0	0	29	0
PM 2027 BUILD-OUT TRAFFIC		0	0	0	0	0	0	0	49	0	0	1,467	53	0	0	1,765	0



**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

Hager Access

**INTERSECTION:** Intersection 8 - Amanda Road and 7C Access Driveway  
**COUNT DATE:** November 10, 2022  
**AM PEAK HOUR FACTOR:** 0.89 **AM FUTURE PEAK HOUR FACTOR:** 0.90  
**PM PEAK HOUR FACTOR:** 0.89 **PM FUTURE PEAK HOUR FACTOR:** 0.90

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
AM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
AM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
AM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
AM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%		
AM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%		
AM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
AM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0		
Approved Development 1: Car Village																			
Approved Development 2: Amanda Redistribution				6				37											
Approved Development 3: Hager Redistribution																			
TOTAL AM APPROVED DEVELOPMENT TRAFFIC		0	0	6	0	0	0	37	0	0	0	0	0	0	0	0	0		
AM 2027 NO-BUILD TRAFFIC		0	0	6	0	0	0	37	0	0	0	0	0	0	0	0	0		
"SITE TRAFFIC DISTRIBUTION"		LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering			30%						10%									
	Exiting															10%		20%	
Net New Distribution	Entering			40%															
	Exiting																	30%	
"AM PROJECT TRIPS"		LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By			14							5						5		9
	Net New			0	19	0	0	0	0	0	0	0	0	0	0	0	0	0	10
AM TOTAL PROJECT TRIPS		0	33	0	0	0	0	0	0	0	5	0	0	0	0	0	5	0	19
AM 2027 BUILD-OUT TRAFFIC		0	33	6	0	0	0	0	37	5	0	0	0	0	0	5	0	19	

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts¹		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution				17				21									
Approved Development 3: Hager Redistribution																	
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	0	17	0	0	0	21	0	0	0	0	0	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	0	17	0	0	0	21	0	0	0	0	0	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	0	17	0	0	0	21	0	0	0	0	0	0	0	0	0
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering		30%					10%									
	Exiting														10%		20%
Net New Distribution	Entering		40%														
	Exiting																30%
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By		16						5						5		11
	Net New	0	20	0	0	0	0	0	0	0	0	0	0	0	0	0	17
PM TOTAL PROJECT TRIPS		0	36	0	0	0	0	0	5	0	0	0	0	0	5	0	28
PM 2027 BUILD-OUT TRAFFIC		0	36	17	0	0	0	21	5	0	0	0	0	0	5	0	28

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

No Hager Access

**INTERSECTION:** Intersection 1 - Okatie Highway and Seagrass Station Road  
**COUNT DATE:** November 10, 2022  
**PM PEAK HOUR FACTOR:** 0.96 **PM FUTURE PEAK HOUR FACTOR:** 0.95

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
AM Adjusted Turning Movement Counts <sup>1</sup>					0	13	2	26	0	50	0	127	1	17	1,066	50	1	61	991	8	
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM 2022 EXISTING TRAFFIC					0	13	2	26	0	50	0	127	1	17	1,066	50	1	61	991	8	
AM Heavy Vehicle Percentage					2%	2%	2%	4%	2%	2%	2%	2%	2%	2%	2%	6%	2%	2%	6%	2%	
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH					0	4	1	9	0	17	0	43	0	6	361	17	0	21	335	3	
AM 2027 NO-BUILD TRAFFIC (No AD)					0	17	3	35	0	67	0	170	1	23	1,427	67	1	82	1,326	11	
Approved Development 1: Car Village															10						
Approved Development 2: Amanda Redistribution												-37			37	-6					
Approved Development 3: Hager Redistribution												-29			29	-5					
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	0	0	0	0	0	0	-66	0	0	76	-11	0	0	0	0	
AM 2027 NO-BUILD TRAFFIC					0	17	3	35	0	67	0	104	1	23	1,503	56	1	82	1,326	11	
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Pass-By Distribution	Entering														-10%	10%		50%	-50%		
	Exiting									50%	20%										
Net New Distribution	Entering															10%		50%			
	Exiting									50%	20%				30%						
"AM PROJECT TRIPS"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Project Trip	Pass - By									23		9			-5	5		23	-23		
	Net New			0	0	0	0	0	0	17	0	6	0	0	10	5	0	23	0	0	
AM TOTAL PROJECT TRIPS					0	0	0	0	0	40	0	15	0	0	5	10	0	46	-23	0	
AM 2027 BUILD-OUT TRAFFIC					0	17	3	35	0	107	0	119	1	23	1,508	66	1	128	1,303	11	

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts <sup>1</sup>		0	17	0	52	0	18	4	89	0	40	1,010	58	12	102	1,227	17
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	17	0	52	0	18	4	89	0	40	1,010	58	12	102	1,227	17
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	1%	2%	2%	4%	2%	2%	2%	1%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	6	0	18	0	6	1	30	0	14	342	20	4	34	415	6
PM 2027 NO-BUILD TRAFFIC (No AD)		0	23	0	70	0	24	5	119	0	54	1,352	78	16	136	1,642	23
Approved Development 1: Car Village												10					
Approved Development 2: Amanda Redistribution									-21			21	-17				
Approved Development 3: Hager Redistribution									-15			15	-13				
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	0	0	0	0	0	0	-36	0	0	46	-30	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	23	0	70	0	24	5	83	0	54	1,398	48	16	136	1,642	23
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering											-10%	10%		50%	-50%	
	Exiting						50%		20%								
Net New Distribution	Entering												10%		50%		
	Exiting						50%		20%			30%					
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By						27		11			-5	5		27	-27	
	Net New	0	0	0	0	0	29	0	11	0	0	17	5	0	24	0	0
PM TOTAL PROJECT TRIPS		0	0	0	0	0	56	0	22	0	0	12	10	0	51	-27	0
PM 2027 BUILD-OUT TRAFFIC		0	23	0	70	0	80	5	105	0	54	1,410	58	16	187	1,615	23

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

No Hager Access

**INTERSECTION:** Intersection 2 - Seagrass Station Road and Charles Cross Way  
**COUNT DATE:** November 10, 2022  
**PM PEAK HOUR FACTOR:** 0.89 **PM FUTURE PEAK HOUR FACTOR:** 0.90

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
AM Adjusted Turning Movement Counts <sup>1</sup>					0	17	96	0	0	0	122	0	0	0	0	0	0	0	0	0	49
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AM 2022 EXISTING TRAFFIC					0	17	96	0	0	0	122	0	0	0	0	0	0	0	0	0	49
AM Heavy Vehicle Percentage					2%	2%	4%	2%	2%	2%	3%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH					0	6	32	0	0	0	41	0	0	0	0	0	0	0	0	0	17
AM 2027 NO-BUILD TRAFFIC (No AD)					0	23	128	0	0	0	163	0	0	0	0	0	0	0	0	0	66
Approved Development 1: Car Village																					
Approved Development 2: Amanda Redistribution							-6				-37										
Approved Development 3: Hager Redistribution							-5				-29										
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	0	-11	0	0	0	-66	0	0	0	0	0	0	0	0	0	0
AM 2027 NO-BUILD TRAFFIC					0	23	117	0	0	0	97	0	0	0	0	0	0	0	0	0	66
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Pass-By Distribution	Entering						60%														
	Exiting													70%							
Net New Distribution	Entering						60%														
	Exiting													70%							
"AM PROJECT TRIPS"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Project Trip	Pass - By						28							32							
	Net New		0	0	0		28	0	0	0	0	0	0	23	0	0	0	0	0	0	
AM TOTAL PROJECT TRIPS					0	0	0	56	0	0	0	0	0	55	0	0	0	0	0	0	
AM 2027 BUILD-OUT TRAFFIC					0	23	117	56	0	0	97	0	0	55	0	0	0	0	0	0	66

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts <sup>1</sup>		0	38	128	0	0	0	114	0	0	0	0	0	0	1	0	18
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	38	128	0	0	0	114	0	0	0	0	0	0	1	0	18
PM Heavy Vehicle Percentage		2%	3%	2%	2%	2%	2%	4%	2%	2%	2%	2%	2%	2%	2%	2%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	13	43	0	0	0	39	0	0	0	0	0	0	0	0	6
PM 2027 NO-BUILD TRAFFIC (No AD)		0	51	171	0	0	0	153	0	0	0	0	0	0	1	0	24
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution				-17				-21									
Approved Development 3: Hager Redistribution				-13				-15									
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	0	-30	0	0	0	-36	0	0	0	0	0	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	51	141	0	0	0	117	0	0	0	0	0	0	1	0	24
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering				60%												
	Exiting										70%						
Net New Distribution	Entering				60%												
	Exiting										70%						
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By				32						37						
	Net New	0	0	0	29	0	0	0	0	0	40	0	0	0	0	0	0
PM TOTAL PROJECT TRIPS		0	0	0	61	0	0	0	0	0	77	0	0	0	0	0	0
PM 2027 BUILD-OUT TRAFFIC		0	51	141	61	0	0	117	0	0	77	0	0	0	1	0	24

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

No Hager Access

**INTERSECTION:** Intersection 3 - Augustine Road and Pearce Road  
**COUNT DATE:** November 10, 2022  
**PM PEAK HOUR FACTOR:** 0.84 **PM FUTURE PEAK HOUR FACTOR:** 0.90

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
AM Adjusted Turning Movement Counts <sup>1</sup>					0	39	1	0	0	0	0	32	0	0	21	1	0	11	5	7	
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM 2022 EXISTING TRAFFIC					0	39	1	0	0	0	0	32	0	0	21	1	0	11	5	7	
AM Heavy Vehicle Percentage					2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	10%	2%	2%	2%	40%	2%	
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH					0	13	0	0	0	0	0	11	0	0	7	0	0	4	2	2	
AM 2027 NO-BUILD TRAFFIC (No AD)					0	52	1	0	0	0	0	43	0	0	28	1	0	15	7	9	
Approved Development 1: Car Village																					
Approved Development 2: Amanda Redistribution						-16	3	1			13	-13		8	-8			-3	-1	-2	
Approved Development 3: Hager Redistribution						-12	2	1			10	-10		7	-7			-2	-1	-2	
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	-28	5	2	0	0	23	-23	0	15	-15	0	0	-5	-2	-4	
AM 2027 NO-BUILD TRAFFIC					0	24	6	2	0	0	23	20	0	15	13	1	0	10	5	5	
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR				
Pass-By Distribution	Entering																				
	Exiting																				
Net New Distribution	Entering																				
	Exiting																				
"AM PROJECT TRIPS"																					
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR				
Project Trip	Pass - By																				
	Net New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-				
AM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0				
AM 2027 BUILD-OUT TRAFFIC		0	24	6	2	0	0	23	20	0	15	13	1	0	10	5	5				

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts <sup>1</sup>		0	15	0	0	0	0	0	14	0	0	14	0	0	22	39	20
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	15	0	0	0	0	0	14	0	0	14	0	0	22	39	20
PM Heavy Vehicle Percentage		2%	7%	2%	2%	2%	2%	2%	2%	2%	2%	14%	2%	2%	2%	5%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	5	0	0	0	0	0	5	0	0	5	0	0	7	13	7
PM 2027 NO-BUILD TRAFFIC (No AD)		0	20	0	0	0	0	0	19	0	0	19	0	0	29	52	27
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution			-7	5	8			7	-7		7	-7			-5	-8	-4
Approved Development 3: Hager Redistribution			-5	4	6			5	-5		5	-5			-4	-6	-3
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	-12	9	14	0	0	12	-12	0	12	-12	0	0	-9	-14	-7
PM 2027 NO-BUILD TRAFFIC		0	8	9	14	0	0	12	7	0	12	7	0	0	20	38	20
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering																
	Exiting																
Net New Distribution	Entering																
	Exiting																
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By																
	Net New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2027 BUILD-OUT TRAFFIC		0	8	9	14	0	0	12	7	0	12	7	0	0	20	38	20



<b>AM Peak Hour</b>																	
<b>AM 2022 EXISTING TRAFFIC</b>		<b>EBU</b>	<b>EBL</b>	<b>EBT</b>	<b>EBR</b>	<b>WBU</b>	<b>WBL</b>	<b>WBT</b>	<b>WBR</b>	<b>NBU</b>	<b>NBL</b>	<b>NBT</b>	<b>NBR</b>	<b>SBU</b>	<b>SBL</b>	<b>SBT</b>	<b>SBR</b>
AM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	0	0	0	17	0	0	0	2	0
AM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>AM 2022 EXISTING TRAFFIC</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>17</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>
AM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
<b>AM 2027 NO-BUILD TRAFFIC</b>		<b>EBU</b>	<b>EBL</b>	<b>EBT</b>	<b>EBR</b>	<b>WBU</b>	<b>WBL</b>	<b>WBT</b>	<b>WBR</b>	<b>NBU</b>	<b>NBL</b>	<b>NBT</b>	<b>NBR</b>	<b>SBU</b>	<b>SBL</b>	<b>SBT</b>	<b>SBR</b>
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
<b>AM 2027 NO-BUILD TRAFFIC GROWTH</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>
<b>AM 2027 NO-BUILD TRAFFIC (No AD)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>23</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution			4		2						16	-16				-2	21
Approved Development 3: Hager Redistribution			3		2						12	-12				-2	17
<b>TOTAL AM APPROVED DEVELOPMENT TRAFFIC</b>		<b>0</b>	<b>7</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28</b>	<b>-28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-4</b>	<b>38</b>
<b>AM 2027 NO-BUILD TRAFFIC</b>		<b>0</b>	<b>7</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38</b>
<b>"SITE TRAFFIC DISTRIBUTION"</b>																	
<b>LAND USE</b>	<b>TYPE</b>	<b>EBU</b>	<b>EBL</b>	<b>EBT</b>	<b>EBR</b>	<b>WBU</b>	<b>WBL</b>	<b>WBT</b>	<b>WBR</b>	<b>NBU</b>	<b>NBL</b>	<b>NBT</b>	<b>NBR</b>	<b>SBU</b>	<b>SBL</b>	<b>SBT</b>	<b>SBR</b>
Pass-By Distribution	Entering																
	Exiting																
Net New Distribution	Entering																
	Exiting																
<b>"AM PROJECT TRIPS"</b>																	
<b>LAND USE</b>	<b>TYPE</b>	<b>EBU</b>	<b>EBL</b>	<b>EBT</b>	<b>EBR</b>	<b>WBU</b>	<b>WBL</b>	<b>WBT</b>	<b>WBR</b>	<b>NBU</b>	<b>NBL</b>	<b>NBT</b>	<b>NBR</b>	<b>SBU</b>	<b>SBL</b>	<b>SBT</b>	<b>SBR</b>
Project Trip	Pass - By																
	Net New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>AM TOTAL PROJECT TRIPS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>AM 2027 BUILD-OUT TRAFFIC</b>		<b>0</b>	<b>7</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>28</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>38</b>

<b>PM Peak Hour</b>																	
<b>PM 2022 EXISTING TRAFFIC</b>		<b>EBU</b>	<b>EBL</b>	<b>EBT</b>	<b>EBR</b>	<b>WBU</b>	<b>WBL</b>	<b>WBT</b>	<b>WBR</b>	<b>NBU</b>	<b>NBL</b>	<b>NBT</b>	<b>NBR</b>	<b>SBU</b>	<b>SBL</b>	<b>SBT</b>	<b>SBR</b>
PM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	0	0	0	11	0	0	0	8	0
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
<b>PM 2022 EXISTING TRAFFIC</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>8</b>	<b>0</b>
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	9%	2%	2%	2%	2%	2%
<b>PM 2027 NO-BUILD TRAFFIC</b>		<b>EBU</b>	<b>EBL</b>	<b>EBT</b>	<b>EBR</b>	<b>WBU</b>	<b>WBL</b>	<b>WBT</b>	<b>WBR</b>	<b>NBU</b>	<b>NBL</b>	<b>NBT</b>	<b>NBR</b>	<b>SBU</b>	<b>SBL</b>	<b>SBT</b>	<b>SBR</b>
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
<b>PM 2027 NO-BUILD TRAFFIC GROWTH</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>0</b>
<b>PM 2027 NO-BUILD TRAFFIC (No AD)</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>15</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>11</b>	<b>0</b>
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution			13		4						7	-7				-4	14
Approved Development 3: Hager Redistribution			10		3						5	-5				-3	10
<b>TOTAL PM APPROVED DEVELOPMENT TRAFFIC</b>		<b>0</b>	<b>23</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>-12</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>-7</b>	<b>24</b>
<b>PM 2027 NO-BUILD TRAFFIC</b>		<b>0</b>	<b>23</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>24</b>
<b>"SITE TRAFFIC DISTRIBUTION"</b>																	
<b>LAND USE</b>	<b>TYPE</b>	<b>EBU</b>	<b>EBL</b>	<b>EBT</b>	<b>EBR</b>	<b>WBU</b>	<b>WBL</b>	<b>WBT</b>	<b>WBR</b>	<b>NBU</b>	<b>NBL</b>	<b>NBT</b>	<b>NBR</b>	<b>SBU</b>	<b>SBL</b>	<b>SBT</b>	<b>SBR</b>
Pass-By Distribution	Entering																
	Exiting																
Net New Distribution	Entering																
	Exiting																
<b>"PM PROJECT TRIPS"</b>																	
<b>LAND USE</b>	<b>TYPE</b>	<b>EBU</b>	<b>EBL</b>	<b>EBT</b>	<b>EBR</b>	<b>WBU</b>	<b>WBL</b>	<b>WBT</b>	<b>WBR</b>	<b>NBU</b>	<b>NBL</b>	<b>NBT</b>	<b>NBR</b>	<b>SBU</b>	<b>SBL</b>	<b>SBT</b>	<b>SBR</b>
Project Trip	Pass - By																
	Net New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>PM TOTAL PROJECT TRIPS</b>		<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
<b>PM 2027 BUILD-OUT TRAFFIC</b>		<b>0</b>	<b>23</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>3</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>24</b>

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

No Hager Access

**INTERSECTION:** Intersection 5 - Augustine Road and Hager Road  
**COUNT DATE:** November 10, 2022  
**PM PEAK HOUR FACTOR:** 0.88 **PM FUTURE PEAK HOUR FACTOR:** 0.90

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
AM Adjusted Turning Movement Counts <sup>1</sup>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM 2022 EXISTING TRAFFIC					0	0	0	0	0	0	0	0	0	0	0	0	0	5	0	0	
AM Heavy Vehicle Percentage					2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH					0	0	0	0	0	0	0	0	0	0	0	0	0	2	0	0	
AM 2027 NO-BUILD TRAFFIC (No AD)					0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	0	
Approved Development 1: Car Village																					
Approved Development 2: Amanda Redistribution																					
Approved Development 3: Hager Redistribution																					
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AM 2027 NO-BUILD TRAFFIC					0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	0	
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Pass-By Distribution	Entering																				
	Exiting																				
Net New Distribution	Entering																				
	Exiting																				
"AM PROJECT TRIPS"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Project Trip	Pass - By																				
	Net New				-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	
AM TOTAL PROJECT TRIPS					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM 2027 BUILD-OUT TRAFFIC					0	0	0	0	0	0	0	0	0	0	0	0	0	7	0	0	

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	3	0	0	0	0	0	10	0	14
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	3	0	0	0	0	0	10	0	14
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	33%	2%	2%	2%	2%	2%	2%	2%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	1	0	0	0	0	0	3	0	5
PM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	4	0	0	0	0	0	13	0	19
Approved Development 1: Car Village																	
Approved Development 2: Amanda Redistribution															19		-19
Approved Development 3: Hager Redistribution																	
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	0	0	0	0	0	0	0	0	0	0	0	0	19	0	-19
PM 2027 NO-BUILD TRAFFIC		0	0	0	0	0	0	0	4	0	0	0	0	0	32	0	0
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering																
	Exiting																
Net New Distribution	Entering																
	Exiting																
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By																
	Net New	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
PM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2027 BUILD-OUT TRAFFIC		0	0	0	0	0	0	0	4	0	0	0	0	0	32	0	0

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

No Hager Access

**INTERSECTION:** Intersection 6 - Okatie Highway and Hager Road  
**COUNT DATE:** November 10, 2022  
**PM PEAK HOUR FACTOR:** 0.96 **PM FUTURE PEAK HOUR FACTOR:** 0.95

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
AM Adjusted Turning Movement Counts <sup>1</sup>					0	0	0	0	0	0	0	0	0	0	1,133	0	0	0	0	1,067	0
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AM 2022 EXISTING TRAFFIC					0	0	0	0	0	0	0	0	0	0	1,133	0	0	0	0	1,067	0
AM Heavy Vehicle Percentage					2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	6%	2%
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH					0	0	0	0	0	0	0	0	0	0	383	0	0	0	0	361	0
AM 2027 NO-BUILD TRAFFIC (No AD)					0	0	0	0	0	0	0	0	0	0	1,516	0	0	0	0	1,428	0
Approved Development 1: Car Village												10				10					
Approved Development 2: Amanda Redistribution																					
Approved Development 3: Hager Redistribution																					
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	0	0	0	0	0	0	10	0	0	0	10	0	0	0	0	0
AM 2027 NO-BUILD TRAFFIC					0	0	0	0	0	0	0	10	0	0	1,516	10	0	0	0	1,428	0
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Pass-By Distribution	Entering																				
	Exiting																				
Net New Distribution	Entering														50%						
	Exiting																		50%		
"AM PROJECT TRIPS"																					
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Project Trip	Pass - By																				
	Net New				0	0	0	0	0	0	0	0	0	0	24	0	0	0	17	0	
AM TOTAL PROJECT TRIPS					0	0	0	0	0	0	0	0	0	0	24	0	0	0	17	0	
AM 2027 BUILD-OUT TRAFFIC					0	0	0	0	0	0	0	10	0	0	1,540	10	0	0	0	1,445	0

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	0	0	0	1,108	0	0	0	1,297	0
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	1,108	0	0	0	1,297	0
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	3%	2%	2%	2%	1%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	375	0	0	0	439	0
PM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	1,483	0	0	0	1,736	0
Approved Development 1: Car Village									10				10				
Approved Development 2: Amanda Redistribution																	
Approved Development 3: Hager Redistribution																	
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	0	0	0	0	0	0	10	0	0	0	10	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	0	0	0	0	0	0	10	0	0	1,483	10	0	0	1,736	0
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering																
	Exiting																
Net New Distribution	Entering											50%					
	Exiting															50%	
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By																
	Net New	0	0	0	0	0	0	0	0	0	0	25	0	0	0	29	0
PM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	0	0	0	25	0	0	0	29	0
PM 2027 BUILD-OUT TRAFFIC		0	0	0	0	0	0	0	10	0	0	1,508	10	0	0	1,765	0

**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

No Hager Access

**INTERSECTION:** Intersection 7 - Okatie Highway and Amanda Road  
**COUNT DATE:** November 10, 2022  
**PM PEAK HOUR FACTOR:** 0.96 **PM FUTURE PEAK HOUR FACTOR:** 0.95

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
AM Adjusted Turning Movement Counts <sup>1</sup>					0	0	0	0	0	0	0	0	0	0	1,133	0	0	0	0	1,067	0
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
AM 2022 EXISTING TRAFFIC					0	0	0	0	0	0	0	0	0	0	1,133	0	0	0	0	1,067	0
AM Heavy Vehicle Percentage					2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	6%	2%
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
AM 2027 NO-BUILD TRAFFIC GROWTH					0	0	0	0	0	0	0	0	0	0	383	0	0	0	0	361	0
AM 2027 NO-BUILD TRAFFIC (No AD)					0	0	0	0	0	0	0	0	0	0	1,516	0	0	0	0	1,428	0
Approved Development 1: Car Village															10						
Approved Development 2: Amanda Redistribution												37			-6	6					
Approved Development 3: Hager Redistribution												29			-5	5					
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	0	0	0	0	0	0	66	0	0	-1	11	0	0	0	0	0
AM 2027 NO-BUILD TRAFFIC					0	0	0	0	0	0	0	66	0	0	1,515	11	0	0	0	1,428	0
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR				
Pass-By Distribution	Entering											-40%	40%								
	Exiting								30%												
Net New Distribution	Entering											10%	40%								
	Exiting								30%								50%				
"AM PROJECT TRIPS"																					
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR				
Project Trip	Pass - By								14			-18	18								
	Net New	0	0	0	0	0	0	0	10	0	0	5	19	0	0	17	0				
AM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	24	0	0	-13	37	0	0	17	0				
AM 2027 BUILD-OUT TRAFFIC		0	0	0	0	0	0	0	90	0	0	1,502	48	0	0	1,445	0				

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
PM Adjusted Turning Movement Counts <sup>1</sup>		0	0	0	0	0	0	0	0	0	0	1,108	0	0	0	1,297	0
PM Volume Balancing		0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC		0	0	0	0	0	0	0	0	0	0	1,108	0	0	0	1,297	0
PM Heavy Vehicle Percentage		2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	3%	2%	2%	2%	1%	2%
PM 2027 NO-BUILD TRAFFIC		EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Annual Growth Rate		6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH		0	0	0	0	0	0	0	0	0	0	375	0	0	0	439	0
PM 2027 NO-BUILD TRAFFIC (No AD)		0	0	0	0	0	0	0	0	0	0	1,483	0	0	0	1,736	0
Approved Development 1: Car Village												10					
Approved Development 2: Amanda Redistribution									21			-17	17				
Approved Development 3: Hager Redistribution									15			-13	13				
TOTAL PM APPROVED DEVELOPMENT TRAFFIC		0	0	0	0	0	0	0	36	0	0	-20	30	0	0	0	0
PM 2027 NO-BUILD TRAFFIC		0	0	0	0	0	0	0	36	0	0	1,463	30	0	0	1,736	0
"SITE TRAFFIC DISTRIBUTION"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Pass-By Distribution	Entering											-40%	40%				
	Exiting								30%								
Net New Distribution	Entering											10%	40%				
	Exiting								30%							50%	
"PM PROJECT TRIPS"																	
LAND USE	TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Project Trip	Pass - By								16			-21	21				
	Net New	0	0	0	0	0	0	0	17	0	0	5	20	0	0	29	0
PM TOTAL PROJECT TRIPS		0	0	0	0	0	0	0	33	0	0	-16	41	0	0	29	0
PM 2027 BUILD-OUT TRAFFIC		0	0	0	0	0	0	0	69	0	0	1,447	71	0	0	1,765	0



**INTERSECTION TRAFFIC VOLUME DEVELOPMENT**

No Hager Access

**INTERSECTION:** Intersection 8 - Amanda Road and 7C Access Driveway  
**COUNT DATE:** November 10, 2022  
**PM PEAK HOUR FACTOR:** 0.89 **PM FUTURE PEAK HOUR FACTOR:** 0.90

**AM Peak Hour**

AM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
AM Adjusted Turning Movement Counts <sup>1</sup>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM 2022 EXISTING TRAFFIC					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM Heavy Vehicle Percentage					2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	
AM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	
AM 2027 NO-BUILD TRAFFIC GROWTH					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
AM 2027 NO-BUILD TRAFFIC (No AD)					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	
Approved Development 1: Car Village																						
Approved Development 2: Amanda Redistribution							6				37											
Approved Development 3: Hager Redistribution							5				29											
TOTAL AM APPROVED DEVELOPMENT TRAFFIC					0	0	11	0	0	0	66	0	0	0	0	0	0	0	0	0	0	
AM 2027 NO-BUILD TRAFFIC					0	0	11	0	0	0	66	0	0	0	0	0	0	0	0	0	0	
"SITE TRAFFIC DISTRIBUTION"																						
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Pass-By Distribution	Entering					40%																
	Exiting																			10% 30%		
Net New Distribution	Entering					40%																
	Exiting																			30%		
"AM PROJECT TRIPS"																						
LAND USE		TYPE			EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR		
Project Trip	Pass - By					18														5 14		
	Net New				0	19 0 0			0	0	0	0	0	0	0	0	0	0	0	10		
AM TOTAL PROJECT TRIPS					0	37 0 0			0	0	0	0	0	0	0	0	0	5	0	24		
AM 2027 BUILD-OUT TRAFFIC					0	37 11 0			0	0	66	0	0	0	0	0	0	5	0	24		

**PM Peak Hour**

PM 2022 EXISTING TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
PM Adjusted Turning Movement Counts <sup>1</sup>					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM Volume Balancing					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2022 EXISTING TRAFFIC					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM Heavy Vehicle Percentage					2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%	2%
PM 2027 NO-BUILD TRAFFIC					EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR	
Annual Growth Rate					6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%	6.0%
PM 2027 NO-BUILD TRAFFIC GROWTH					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
PM 2027 NO-BUILD TRAFFIC (No AD)					0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Approved Development 1: Car Village																					
Approved Development 2: Amanda Redistribution							17				21										
Approved Development 3: Hager Redistribution							13				15										
TOTAL PM APPROVED DEVELOPMENT TRAFFIC					0	0	30	0	0	0	36	0	0	0	0	0	0	0	0	0	0
PM 2027 NO-BUILD TRAFFIC					0	0	30	0	0	0	36	0	0	0	0	0	0	0	0	0	0
"SITE TRAFFIC DISTRIBUTION"																					
LAND USE		TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR			
Pass-By Distribution	Entering			40%																	
	Exiting															10%		30%			
Net New Distribution	Entering			40%																	
	Exiting																	30%			
"PM PROJECT TRIPS"																					
LAND USE		TYPE	EBU	EBL	EBT	EBR	WBU	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR			
Project Trip	Pass - By			21												5		16			
	Net New		0	20	0	0	0	0	0	0	0	0	0	0	0	0	0	17			
PM TOTAL PROJECT TRIPS			0	41	0	0	0	0	0	0	0	0	0	0	0	5	0	33			
PM 2027 BUILD-OUT TRAFFIC			0	41	30	0	0	0	36	0	0	0	0	0	0	5	0	33			



## Attachment D – HCM6 Capacity Analysis Reports

## HCM 6th TWSC

Hager A

Hager Access

## 1: Okatie Highway &amp; Del Webb Blvd/Seagrass Station Rd

Intersection														
Int Delay, s/veh	81.2													
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Lane Configurations		↖	↗		↖	↗		↖	↗	↗		↖	↗	↗
Traffic Vol, veh/h	17	3	35	107	0	119	1	23	1508	66	1	128	1303	11
Future Vol, veh/h	17	3	35	107	0	119	1	23	1508	66	1	128	1303	11
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	Yield	-	-	Yield	-	-	-	Yield	-	-	-	Yield
Storage Length	-	-	0	-	-	280	-	430	-	400	-	430	-	-
Veh in Median Storage, #	-	2	-	-	0	-	-	-	0	-	-	-	0	-
Grade, %	-	0	-	-	0	-	-	-	0	-	-	-	0	-
Peak Hour Factor	92	92	92	92	92	92	92	92	92	92	92	92	92	92
Heavy Vehicles, %	2	2	4	2	2	2	2	2	2	6	2	2	6	2
Mvmt Flow	18	3	38	116	0	129	1	25	1639	72	1	139	1416	12

Major/Minor	Minor2		Minor1		Major1		Major2		Major2		Major2		Major2	
Conflicting Flow All	2568	3387	708	2681	3387	820	1416	1416	0	0	1639	1639	0	0
Stage 1	1696	1696	-	1691	1691	-	-	-	-	-	-	-	-	-
Stage 2	872	1691	-	990	1696	-	-	-	-	-	-	-	-	-
Critical Hdwy	7.54	6.54	6.98	7.54	6.54	6.94	6.44	4.14	-	-	6.44	4.14	-	-
Critical Hdwy Stg 1	6.54	5.54	-	6.54	5.54	-	-	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.54	5.54	-	6.54	5.54	-	-	-	-	-	-	-	-	-
Follow-up Hdwy	3.52	4.02	3.34	3.52	4.02	3.32	2.52	2.22	-	-	2.52	2.22	-	-
Pot Cap-1 Maneuver	~ 13	7	373	~ 11	7	318	179	477	-	-	128	391	-	-
Stage 1	96	147	-	~ 97	148	-	-	-	-	-	-	-	-	-
Stage 2	312	148	-	264	147	-	-	-	-	-	-	-	-	-
Platoon blocked, %									-	-			-	-
Mov Cap-1 Maneuver	~ 5	4	373	~ 21	4	318	441	441	-	-	380	380	-	-
Mov Cap-2 Maneuver	30	-	-	~ 21	4	-	-	-	-	-	-	-	-	-
Stage 1	90	93	-	~ 91	139	-	-	-	-	-	-	-	-	-
Stage 2	174	139	-	144	93	-	-	-	-	-	-	-	-	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	108.3	\$ 1153.6	0.2	1.8
HCM LOS	F	F		

Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	EBLn2	WBLn1	WBLn2	SBL	SBT	SBR
Capacity (veh/h)	441	-	-	30	373	21	318	380	-	-
HCM Lane V/C Ratio	0.059	-	-	0.725	0.102	5.538	0.407	0.369	-	-
HCM Control Delay (s)	13.7	-	-	270.3	15.7	\$ 2410	23.9	19.9	-	-
HCM Lane LOS	B	-	-	F	C	F	C	C	-	-
HCM 95th %tile Q(veh)	0.2	-	-	2.4	0.3	14.8	1.9	1.7	-	-

Notes										
~: Volume exceeds capacity		\$: Delay exceeds 300s		+: Computation Not Defined		*: All major volume in platoon				

## HCM 6th TWSC

Hager A

Hager Access

## 2: 7C Access 2/Charles Cross Way &amp; Seagrass Station Rd

Intersection												
Int Delay, s/veh	1.9											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕	↗		↕			↕			↕	
Traffic Vol, veh/h	23	117	56	0	97	0	55	0	0	0	0	66
Future Vol, veh/h	23	117	56	0	97	0	55	0	0	0	0	66
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	0	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	4	2	2	3	2	2	2	2	2	2	2
Mvmt Flow	26	130	62	0	108	0	61	0	0	0	0	73
Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	108	0	0	192	0	0	327	290	-	321	352	108
Stage 1	-	-	-	-	-	-	182	182	-	108	108	-
Stage 2	-	-	-	-	-	-	145	108	-	213	244	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	-	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	-	3.518	4.018	3.318
Pot Cap-1 Maneuver	1483	-	-	1381	-	0	626	620	0	632	573	946
Stage 1	-	-	-	-	-	0	820	749	0	897	806	-
Stage 2	-	-	-	-	-	0	858	806	0	789	704	-
Platoon blocked, %		-	-		-							
Mov Cap-1 Maneuver	1483	-	-	1381	-	-	568	608	-	623	562	946
Mov Cap-2 Maneuver	-	-	-	-	-	-	568	608	-	623	562	-
Stage 1	-	-	-	-	-	-	804	734	-	879	806	-
Stage 2	-	-	-	-	-	-	791	806	-	773	690	-
Approach	EB			WB			NB			SB		
HCM Control Delay, s	0.9			0			0			9.1		
HCM LOS							A			A		
Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	SBLn1					
Capacity (veh/h)	-	1483	-	-	1381	-	946					
HCM Lane V/C Ratio	-	0.017	-	-	-	-	0.078					
HCM Control Delay (s)	0	7.5	0	-	0	-	9.1					
HCM Lane LOS	A	A	A	-	A	-	A					
HCM 95th %tile Q(veh)	-	0.1	-	-	0	-	0.3					







## HCM 6th TWSC

## 3: Augustine Road &amp; Pearce Road

Hager A

Hager Access




Intersection												
Int Delay, s/veh	7.1											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	24	6	2	0	23	20	15	13	1	10	5	5
Future Vol, veh/h	24	6	2	0	23	20	15	13	1	10	5	5
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	10	2	2	40	2
Mvmt Flow	27	7	2	0	26	22	17	14	1	11	6	6
Major/Minor	Minor2		Minor1			Major1			Major2			
Conflicting Flow All	104	80	9	85	83	15	12	0	0	15	0	0
Stage 1	31	31	-	49	49	-	-	-	-	-	-	-
Stage 2	73	49	-	36	34	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	876	810	1073	901	807	1065	1607	-	-	1603	-	-
Stage 1	986	869	-	964	854	-	-	-	-	-	-	-
Stage 2	937	854	-	980	867	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	825	795	1073	881	792	1065	1607	-	-	1603	-	-
Mov Cap-2 Maneuver	825	795	-	881	792	-	-	-	-	-	-	-
Stage 1	975	863	-	953	845	-	-	-	-	-	-	-
Stage 2	880	845	-	964	861	-	-	-	-	-	-	-
Approach	EB		WB			NB			SB			
HCM Control Delay, s	9.5		9.2			3.8			3.6			
HCM LOS	A		A									
Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR					
Capacity (veh/h)	1607	-	-	831	899	1603	-	-				
HCM Lane V/C Ratio	0.01	-	-	0.043	0.053	0.007	-	-				
HCM Control Delay (s)	7.3	0	-	9.5	9.2	7.3	0	-				
HCM Lane LOS	A	A	-	A	A	A	A	-				
HCM 95th %tile Q(veh)	0	-	-	0.1	0.2	0	-	-				

## HCM 6th TWSC

Hager A

## 4: Augustine Road &amp; Amanda Road

Hager Access




Intersection						
Int Delay, s/veh	3.6					
Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	4	7	21	0	16	21
Future Vol, veh/h	4	7	21	0	16	21
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	4	8	23	0	18	23
Major/Minor	Minor2	Major1		Major2		
Conflicting Flow All	76	30	41	0	-	0
Stage 1	30	-	-	-	-	-
Stage 2	46	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	927	1044	1568	-	-	-
Stage 1	993	-	-	-	-	-
Stage 2	976	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	913	1044	1568	-	-	-
Mov Cap-2 Maneuver	913	-	-	-	-	-
Stage 1	978	-	-	-	-	-
Stage 2	976	-	-	-	-	-
Approach	EB	NB		SB		
HCM Control Delay, s	8.7	7.3		0		
HCM LOS	A					
Minor Lane/Major Mvmt	NBL	NBT	EBLn1	SBT	SBR	
Capacity (veh/h)	1568	-	992	-	-	
HCM Lane V/C Ratio	0.015	-	0.012	-	-	
HCM Control Delay (s)	7.3	0	8.7	-	-	
HCM Lane LOS	A	A	A	-	-	
HCM 95th %tile Q(veh)	0	-	0	-	-	

## HCM 6th TWSC

Hager A

## 5: Hager Road/Hager Rd &amp; Augustine Road

Hager Access

Intersection						
Int Delay, s/veh	5.9					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	8	2	12	0	5	22
Future Vol, veh/h	8	2	12	0	5	22
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	9	2	13	0	6	24
Major/Minor	Major1	Major2		Minor2		
Conflicting Flow All	13	0	-	0	33	13
Stage 1	-	-	-	-	13	-
Stage 2	-	-	-	-	20	-
Critical Hdwy	4.12	-	-	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	2.218	-	-	-	3.518	3.318
Pot Cap-1 Maneuver	1606	-	-	-	980	1067
Stage 1	-	-	-	-	1010	-
Stage 2	-	-	-	-	1003	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1606	-	-	-	974	1067
Mov Cap-2 Maneuver	-	-	-	-	974	-
Stage 1	-	-	-	-	1004	-
Stage 2	-	-	-	-	1003	-
Approach	EB	WB		SB		
HCM Control Delay, s	5.8	0		8.5		
HCM LOS	A					
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	1606	-	-	-	1048	
HCM Lane V/C Ratio	0.006	-	-	-	0.029	
HCM Control Delay (s)	7.3	0	-	-	8.5	
HCM Lane LOS	A	A	-	-	A	
HCM 95th %tile Q(veh)	0	-	-	-	0.1	

# HCM 6th TWSC

## 6: Okatie Highway & Hager Road

Hager A  
Hager Access

Intersection						
Int Delay, s/veh	0.3					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations		↗	↕			↕
Traffic Vol, veh/h	0	44	1530	20	0	1445
Future Vol, veh/h	0	44	1530	20	0	1445
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	6
Mvmt Flow	0	48	1663	22	0	1571
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	-	843	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	6.94	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.32	-	-	-	-
Pot Cap-1 Maneuver	0	307	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	307	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	18.9	0		0		
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBT		
Capacity (veh/h)	-	307		-		
HCM Lane V/C Ratio	-	0.156		-		
HCM Control Delay (s)	-	18.9		-		
HCM Lane LOS	-	C		-		
HCM 95th %tile Q(veh)	-	0.5		-		






## HCM 6th TWSC

## 7: Okatie Highway &amp; Amanda Road

Hager A

Hager Access




Intersection						
Int Delay, s/veh	0.4					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations						
Traffic Vol, veh/h	0	56	1535	39	0	1445
Future Vol, veh/h	0	56	1535	39	0	1445
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	6
Mvmt Flow	0	61	1668	42	0	1571
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	-	855	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	6.94	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.32	-	-	-	-
Pot Cap-1 Maneuver	0	302	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	302	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	19.9	0		0		
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBT		
Capacity (veh/h)	-	- 302		-		
HCM Lane V/C Ratio	-	- 0.202		-		
HCM Control Delay (s)	-	- 19.9		-		
HCM Lane LOS	-	- C		-		
HCM 95th %tile Q(veh)	-	- 0.7		-		

HCM 6th TWSC  
8: Amanda Road & 7C Access 1

Hager A

Section X. Item #4.

Hager Access

Intersection						
Int Delay, s/veh	4.3					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	33	6	37	5	5	19
Future Vol, veh/h	33	6	37	5	5	19
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	37	7	41	6	6	21
Major/Minor	Major1	Major2		Minor2		
Conflicting Flow All	47	0	-	0	125	44
Stage 1	-	-	-	-	44	-
Stage 2	-	-	-	-	81	-
Critical Hdwy	4.12	-	-	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	2.218	-	-	-	3.518	3.318
Pot Cap-1 Maneuver	1560	-	-	-	870	1026
Stage 1	-	-	-	-	978	-
Stage 2	-	-	-	-	942	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1560	-	-	-	849	1026
Mov Cap-2 Maneuver	-	-	-	-	849	-
Stage 1	-	-	-	-	955	-
Stage 2	-	-	-	-	942	-
Approach	EB	WB		SB		
HCM Control Delay, s	6.2	0		8.8		
HCM LOS	A					
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	1560	-	-	-	983	
HCM Lane V/C Ratio	0.024	-	-	-	0.027	
HCM Control Delay (s)	7.4	0	-	-	8.8	
HCM Lane LOS	A	A	-	-	A	
HCM 95th %tile Q(veh)	0.1	-	-	-	0.1	

## HCM 6th TWSC

Hager A

## 1: Okatie Highway &amp; Del Webb Blvd/Seagrass Station Rd

Hager Access

Intersection													
Int Delay, s/veh		-											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Lane Configurations		↕	↕		↕	↕	↕	↕↕	↕		↕	↕↕	↕
Traffic Vol, veh/h	23	0	70	80	5	105	54	1410	58	16	187	1615	23
Future Vol, veh/h	23	0	70	80	5	105	54	1410	58	16	187	1615	23
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	Yield	-	-	Yield	-	-	Yield	-	-	-	Yield
Storage Length	-	-	0	-	-	280	430	-	400	-	430	-	-
Veh in Median Storage, #	-	0	-	-	1	-	-	0	-	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	-	0	-
Peak Hour Factor	95	95	95	95	95	95	95	95	95	95	95	95	95
Heavy Vehicles, %	2	2	2	2	2	1	2	4	2	2	2	1	2
Mvmt Flow	24	0	74	84	5	111	57	1484	61	17	197	1700	24
Major/Minor	Minor2		Minor1		Major1		Major2						
Conflicting Flow All	2987	3726	850	2876	3726	742	1700	0	0	1484	1484	0	0
Stage 1	2128	2128	-	1598	1598	-	-	-	-	-	-	-	-
Stage 2	859	1598	-	1278	2128	-	-	-	-	-	-	-	-
Critical Hdwy	7.54	6.54	6.94	7.54	6.54	6.92	4.14	-	-	6.44	4.14	-	-
Critical Hdwy Stg 1	6.54	5.54	-	6.54	5.54	-	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.54	5.54	-	6.54	5.54	-	-	-	-	-	-	-	-
Follow-up Hdwy	3.52	4.02	3.32	3.52	4.02	3.31	2.22	-	-	2.52	2.22	-	-
Pot Cap-1 Maneuver	~ 6	4	304	~ 7	~ 4	360	371	-	-	162	449	-	-
Stage 1	51	89	-	111	164	-	-	-	-	-	-	-	-
Stage 2	317	164	-	176	89	-	-	-	-	-	-	-	-
Platoon blocked, %								-	-			-	-
Mov Cap-1 Maneuver	~ 2	1	304	~ 3	~ 1	360	371	-	-	365	365	-	-
Mov Cap-2 Maneuver	~ 2	1	-	~	~ -22	-	-	-	-	-	-	-	-
Stage 1	43	37	-	94	139	-	-	-	-	-	-	-	-
Stage 2	179	139	-	~ 55	37	-	-	-	-	-	-	-	-
Approach	EB		WB		NB		SB						
HCM Control Delay, \$2070.6			~		0.6		3.1						
HCM LOS	F		-										
Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	EBLn2	WBLn1	WBLn2	SBL	SBT	SBR			
Capacity (veh/h)	371	-	-	2	304	~	~	365	-	-			
HCM Lane V/C Ratio	0.153	-	-	12.105	0.242	~	~	0.585	-	-			
HCM Control Delay (s)	16.5	-	-	\$ 8309.8	20.6	~	~	27.8	-	-			
HCM Lane LOS	C	-	-	F	C	-	-	D	-	-			
HCM 95th %tile Q(veh)	0.5	-	-	4.7	0.9	~	~	3.6	-	-			
Notes													
~: Volume exceeds capacity		\$: Delay exceeds 300s		+: Computation Not Defined				*: All major volume in platoon					

## HCM 6th TWSC

Hager A

Hager Access

## 2: 7C Access 2/Charles Cross Way &amp; Seagrass Station Rd

Intersection												
Int Delay, s/veh	1.3											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↔	↔		↔			↑			↔	
Traffic Vol, veh/h	51	141	61	0	117	0	77	0	0	1	0	24
Future Vol, veh/h	51	141	61	0	117	0	77	0	0	1	0	24
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	0	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	3	2	2	2	4	2	2	2	2	2	2	2
Mvmt Flow	57	157	68	0	130	0	86	0	0	1	0	27

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	130	0	0	225	0	0	415	401	-	435	469	130
Stage 1	-	-	-	-	-	-	271	271	-	130	130	-
Stage 2	-	-	-	-	-	-	144	130	-	305	339	-
Critical Hdwy	4.13	-	-	4.12	-	-	7.12	6.52	-	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.227	-	-	2.218	-	-	3.518	4.018	-	3.518	4.018	3.318
Pot Cap-1 Maneuver	1449	-	-	1344	-	0	548	538	0	531	492	920
Stage 1	-	-	-	-	-	0	735	685	0	874	789	-
Stage 2	-	-	-	-	-	0	859	789	0	705	640	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1449	-	-	1344	-	-	514	514	-	513	470	920
Mov Cap-2 Maneuver	-	-	-	-	-	-	514	514	-	513	470	-
Stage 1	-	-	-	-	-	-	702	654	-	835	789	-
Stage 2	-	-	-	-	-	-	834	789	-	673	611	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	1.5	0	0	9.2
HCM LOS			A	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	SBLn1
Capacity (veh/h)	-	1449	-	-	1344	-	892
HCM Lane V/C Ratio	-	0.039	-	-	-	-	0.031
HCM Control Delay (s)	0	7.6	0	-	0	-	9.2
HCM Lane LOS	A	A	A	-	A	-	A
HCM 95th %tile Q(veh)	-	0.1	-	-	0	-	0.1







## HCM 6th TWSC

## 3: Augustine Road &amp; Pearce Road

Hager A

Hager Access




Intersection												
Int Delay, s/veh	4.8											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Vol, veh/h	8	9	14	0	12	7	12	7	0	20	38	20
Future Vol, veh/h	8	9	14	0	12	7	12	7	0	20	38	20
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	7	2	2	2	2	2	2	14	2	2	5	2
Mvmt Flow	9	10	16	0	13	8	13	8	0	22	42	22
Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	142	131	53	144	142	8	64	0	0	8	0	0
Stage 1	97	97	-	34	34	-	-	-	-	-	-	-
Stage 2	45	34	-	110	108	-	-	-	-	-	-	-
Critical Hdwy	7.17	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.17	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.17	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.563	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	816	760	1014	825	749	1074	1538	-	-	1612	-	-
Stage 1	897	815	-	982	867	-	-	-	-	-	-	-
Stage 2	956	867	-	895	806	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	786	743	1014	790	733	1074	1538	-	-	1612	-	-
Mov Cap-2 Maneuver	786	743	-	790	733	-	-	-	-	-	-	-
Stage 1	890	804	-	974	860	-	-	-	-	-	-	-
Stage 2	927	860	-	858	795	-	-	-	-	-	-	-
Approach	EB		WB		NB		SB					
HCM Control Delay, s	9.4		9.5		4.6		1.9					
HCM LOS	A		A									
Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR					
Capacity (veh/h)	1538	-	-	859	830	1612	-	-				
HCM Lane V/C Ratio	0.009	-	-	0.04	0.025	0.014	-	-				
HCM Control Delay (s)	7.4	0	-	9.4	9.5	7.3	0	-				
HCM Lane LOS	A	A	-	A	A	A	A	-				
HCM 95th %tile Q(veh)	0	-	-	0.1	0.1	0	-	-				

## HCM 6th TWSC

Hager A

## 4: Augustine Road &amp; Amanda Road

Hager Access

Intersection						
Int Delay, s/veh	3.9					
Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	13	9	12	10	14	14
Future Vol, veh/h	13	9	12	10	14	14
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	9	2	2
Mvmt Flow	14	10	13	11	16	16
Major/Minor	Minor2	Major1		Major2		
Conflicting Flow All	61	24	32	0	-	0
Stage 1	24	-	-	-	-	-
Stage 2	37	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	945	1052	1580	-	-	-
Stage 1	999	-	-	-	-	-
Stage 2	985	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	937	1052	1580	-	-	-
Mov Cap-2 Maneuver	937	-	-	-	-	-
Stage 1	991	-	-	-	-	-
Stage 2	985	-	-	-	-	-
Approach	EB	NB		SB		
HCM Control Delay, s	8.8	4		0		
HCM LOS	A					
Minor Lane/Major Mvmt	NBL	NBT	EBLn1	SBT	SBR	
Capacity (veh/h)	1580	-	981	-	-	
HCM Lane V/C Ratio	0.008	-	0.025	-	-	
HCM Control Delay (s)	7.3	0	8.8	-	-	
HCM Lane LOS	A	A	A	-	-	
HCM 95th %tile Q(veh)	0	-	0.1	-	-	

## HCM 6th TWSC




Hager A

## 5: Hager Road/Hager Rd &amp; Augustine Road

Hager Access

## Intersection

Int Delay, s/veh 7.1

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	15	3	5	0	13	24
Future Vol, veh/h	15	3	5	0	13	24
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	33	2	2
Mvmt Flow	17	3	6	0	14	27

Major/Minor	Major1	Major2	Minor2
Conflicting Flow All	6	0	0 43 6
Stage 1	-	-	- 6 -
Stage 2	-	-	- 37 -
Critical Hdwy	4.12	-	- 6.42 6.22
Critical Hdwy Stg 1	-	-	- 5.42 -
Critical Hdwy Stg 2	-	-	- 5.42 -
Follow-up Hdwy	2.218	-	- 3.518 3.318
Pot Cap-1 Maneuver	1615	-	- 968 1077
Stage 1	-	-	- 1017 -
Stage 2	-	-	- 985 -
Platoon blocked, %	-	-	-
Mov Cap-1 Maneuver	1615	-	- 957 1077
Mov Cap-2 Maneuver	-	-	- 957 -
Stage 1	-	-	- 1006 -
Stage 2	-	-	- 985 -

Approach	EB	WB	SB
HCM Control Delay, s	6	0	8.6
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1615	-	-	-	1032
HCM Lane V/C Ratio	0.01	-	-	-	0.04
HCM Control Delay (s)	7.3	0	-	-	8.6
HCM Lane LOS	A	A	-	-	A
HCM 95th %tile Q(veh)	0	-	-	-	0.1

## HCM 6th TWSC

Hager A

Hager Access

## 6: Okatie Highway &amp; Hager Road

Intersection						
Int Delay, s/veh	0.2					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations		↗	↗↗			↗↗
Traffic Vol, veh/h	0	30	1490	28	0	1765
Future Vol, veh/h	0	30	1490	28	0	1765
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	95	95	95	95	95	95
Heavy Vehicles, %	2	2	3	2	2	1
Mvmt Flow	0	32	1568	29	0	1858
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	-	799	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	6.94	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.32	-	-	-	-
Pot Cap-1 Maneuver	0	328	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	328	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	17.1	0		0		
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBT		
Capacity (veh/h)	-	- 328		-		
HCM Lane V/C Ratio	-	- 0.096		-		
HCM Control Delay (s)	-	- 17.1		-		
HCM Lane LOS	-	- C		-		
HCM 95th %tile Q(veh)	-	- 0.3		-		



## HCM 6th TWSC

## 7: Okatie Highway &amp; Amanda Road

Hager A

Hager Access

Intersection						
Int Delay, s/veh	0.3					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations		↗	↗↘			↗↘
Traffic Vol, veh/h	0	49	1467	53	0	1765
Future Vol, veh/h	0	49	1467	53	0	1765
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	95	95	95	95	95	95
Heavy Vehicles, %	2	2	3	2	2	1
Mvmt Flow	0	52	1544	56	0	1858
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	-	800	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	6.94	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.32	-	-	-	-
Pot Cap-1 Maneuver	0	328	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	328	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	18	0		0		
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBT		
Capacity (veh/h)	-	- 328		-		
HCM Lane V/C Ratio	-	- 0.157		-		
HCM Control Delay (s)	-	- 18		-		
HCM Lane LOS	-	- C		-		
HCM 95th %tile Q(veh)	-	- 0.6		-		

## HCM 6th TWSC




## 8: Amanda Road &amp; 7C Access 1

Hager A

Hager Access

## Intersection

Int Delay, s/veh 4.9

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	36	17	21	5	5	28
Future Vol, veh/h	36	17	21	5	5	28
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	40	19	23	6	6	31

Major/Minor	Major1	Major2	Minor2
Conflicting Flow All	29	0	0 125 26
Stage 1	-	-	- 26 -
Stage 2	-	-	- 99 -
Critical Hdwy	4.12	-	- 6.42 6.22
Critical Hdwy Stg 1	-	-	- 5.42 -
Critical Hdwy Stg 2	-	-	- 5.42 -
Follow-up Hdwy	2.218	-	- 3.518 3.318
Pot Cap-1 Maneuver	1584	-	- 870 1050
Stage 1	-	-	- 997 -
Stage 2	-	-	- 925 -
Platoon blocked, %	-	-	-
Mov Cap-1 Maneuver	1584	-	- 847 1050
Mov Cap-2 Maneuver	-	-	- 847 -
Stage 1	-	-	- 971 -
Stage 2	-	-	- 925 -

Approach	EB	WB	SB
HCM Control Delay, s	5	0	8.7
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1584	-	-	-	1013
HCM Lane V/C Ratio	0.025	-	-	-	0.036
HCM Control Delay (s)	7.3	0	-	-	8.7
HCM Lane LOS	A	A	-	-	A
HCM 95th %tile Q(veh)	0.1	-	-	-	0.1

## Queues

Hager A

Hager Access

## 1: Okatie Highway &amp; Del Webb Blvd/Seagrass Station Rd



Lane Group	EBT	EBR	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	21	38	116	129	26	1639	72	140	1416	12
v/c Ratio	0.10	0.14	0.54	0.45	0.12	0.61	0.06	0.85	0.54	0.01
Control Delay	34.5	12.2	46.8	26.9	5.2	6.8	1.1	56.0	6.1	0.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	34.5	12.2	46.8	26.9	5.2	6.8	1.1	56.0	6.1	0.4
Queue Length 50th (ft)	11	0	65	42	3	192	0	48	153	0
Queue Length 95th (ft)	32	27	120	97	14	306	11	#104	245	1
Internal Link Dist (ft)	391		300			720			1168	
Turn Bay Length (ft)				280	430		400	430		500
Base Capacity (vph)	286	347	283	363	224	2702	1180	164	2600	1216
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.07	0.11	0.41	0.36	0.12	0.61	0.06	0.85	0.54	0.01

## Intersection Summary

# 95th percentile volume exceeds capacity, queue may be longer.





















Queue shown is maximum after two cycles.

## HCM 6th Signalized Intersection Summary

Hager A

## 1: Okatie Highway &amp; Del Webb Blvd/Seagrass Station Rd

Hager Access

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL
Lane Configurations												
Traffic Volume (veh/h)	17	3	35	107	0	119	1	23	1508	66	1	128
Future Volume (veh/h)	17	3	35	107	0	119	1	23	1508	66	1	128
Initial Q (Qb), veh	0	0	0	0	0	0		0	0	0		0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00		1.00		1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00		1.00	1.00	1.00		1.00
Work Zone On Approach		No			No			No				
Adj Sat Flow, veh/h/ln	1870	1870	1841	1870	1870	1870		1870	1870	1811		1870
Adj Flow Rate, veh/h	18	3	0	116	0	0		25	1639	0		139
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92		0.92	0.92	0.92		0.92
Percent Heavy Veh, %	2	2	4	2	2	2		2	2	6		2
Cap, veh/h	246	37		256	0			323	2809			266
Arrive On Green	0.10	0.12	0.00	0.10	0.00	0.00		0.79	0.79	0.00		0.79
Sat Flow, veh/h	1419	305	1560	1452	0	1585		379	3554	1535		306
Grp Volume(v), veh/h	21	0	0	116	0	0		25	1639	0		139
Grp Sat Flow(s),veh/h/ln	1724	0	1560	1452	0	1585		379	1777	1535		306
Q Serve(g_s), s	0.0	0.0	0.0	6.1	0.0	0.0		2.3	16.3	0.0		29.5
Cycle Q Clear(g_c), s	1.0	0.0	0.0	7.1	0.0	0.0		15.6	16.3	0.0		45.8
Prop In Lane	0.86		1.00	1.00		1.00		1.00		1.00		1.00
Lane Grp Cap(c), veh/h	245	0		224	0			323	2809			266
V/C Ratio(X)	0.09	0.00		0.52	0.00			0.08	0.58			0.52
Avail Cap(c_a), veh/h	389	0		362	0			323	2809			266
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00		1.00	1.00	1.00		1.00
Upstream Filter(I)	1.00	0.00	0.00	1.00	0.00	0.00		1.00	1.00	0.00		1.00
Uniform Delay (d), s/veh	36.3	0.0	0.0	39.1	0.0	0.0		6.2	3.7	0.0		12.6
Incr Delay (d2), s/veh	0.1	0.0	0.0	1.8	0.0	0.0		0.5	0.9	0.0		7.2
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0	0.0		0.0
%ile BackOfQ(50%),veh/ln	0.4	0.0	0.0	2.7	0.0	0.0		0.2	3.0	0.0		2.1
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	36.5	0.0	0.0	40.9	0.0	0.0		6.7	4.6	0.0		19.8
LnGrp LOS	D	A		D	A			A	A			B
Approach Vol, veh/h		21	A		116	A			1664	A		
Approach Delay, s/veh		36.5			40.9				4.6			
Approach LOS		D			D				A			
Timer - Assigned Phs		2		4		6		8				
Phs Duration (G+Y+Rc), s		76.0		15.1		76.0		15.1				
Change Period (Y+Rc), s		6.0		6.0		6.0		6.0				
Max Green Setting (Gmax), s		70.0		18.0		70.0		18.0				
Max Q Clear Time (g_c+I1), s		18.3		3.0		47.8		9.1				
Green Ext Time (p_c), s		19.3		0.0		13.6		0.3				
<b>Intersection Summary</b>												
HCM 6th Ctrl Delay			6.5									
HCM 6th LOS			A									
<b>Notes</b>												
User approved ignoring U-Turning movement.												
Unsignalized Delay for [NBR, EBR, WBR, SBR] is excluded from calculations of the approach delay and intersection delay.												



## HCM 6th Signalized Intersection Summary

Hager A

## 1: Okatie Highway &amp; Del Webb Blvd/Seagrass Station Rd

Hager Access



Movement	SBT	SBR
Lane Configurations	↑↑	↑
Traffic Volume (veh/h)	1303	11
Future Volume (veh/h)	1303	11
Initial Q (Qb), veh	0	0
Ped-Bike Adj(A_pbT)		1.00
Parking Bus, Adj	1.00	1.00
Work Zone On Approach	No	
Adj Sat Flow, veh/h/ln	1811	1870
Adj Flow Rate, veh/h	1416	0
Peak Hour Factor	0.92	0.92
Percent Heavy Veh, %	6	2
Cap, veh/h	2720	
Arrive On Green	0.79	0.00
Sat Flow, veh/h	3441	1585
Grp Volume(v), veh/h	1416	0
Grp Sat Flow(s),veh/h/ln	1721	1585
Q Serve(g_s), s	13.4	0.0
Cycle Q Clear(g_c), s	13.4	0.0
Prop In Lane		1.00
Lane Grp Cap(c), veh/h	2720	
V/C Ratio(X)	0.52	
Avail Cap(c_a), veh/h	2720	
HCM Platoon Ratio	1.00	1.00
Upstream Filter(I)	1.00	0.00
Uniform Delay (d), s/veh	3.4	0.0
Incr Delay (d2), s/veh	0.7	0.0
Initial Q Delay(d3),s/veh	0.0	0.0
%ile BackOfQ(50%),veh/ln	2.4	0.0
Unsig. Movement Delay, s/veh		
LnGrp Delay(d),s/veh	4.1	0.0
LnGrp LOS	A	
Approach Vol, veh/h	1555	A
Approach Delay, s/veh	5.5	
Approach LOS	A	
Timer - Assigned Phs		

## Queues

Hager A

Hager Access

## 1: Okatie Highway &amp; Del Webb Blvd/Seagrass Station Rd



Lane Group	EBT	EBR	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	24	74	89	111	57	1484	61	214	1700	24
v/c Ratio	0.16	0.29	0.52	0.41	0.34	0.53	0.05	0.95	0.59	0.02
Control Delay	46.3	19.5	57.9	20.0	10.1	5.1	0.9	64.4	5.7	1.0
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	46.3	19.5	57.9	20.0	10.1	5.1	0.9	64.4	5.7	1.0
Queue Length 50th (ft)	16	12	62	20	9	161	0	106	200	0
Queue Length 95th (ft)	42	56	116	73	37	252	9	#159	313	5
Internal Link Dist (ft)	391		300			720			1168	
Turn Bay Length (ft)				280	430		400	430		500
Base Capacity (vph)	203	317	229	340	168	2790	1284	225	2873	1277
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.12	0.23	0.39	0.33	0.34	0.53	0.05	0.95	0.59	0.02

## Intersection Summary






















# 95th percentile volume exceeds capacity, queue may be longer.  
Queue shown is maximum after two cycles.

## HCM 6th Signalized Intersection Summary

Hager A

## 1: Okatie Highway &amp; Del Webb Blvd/Seagrass Station Rd

Hager Access

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBU	SBL	SBT
Lane Configurations												
Traffic Volume (veh/h)	23	0	70	80	5	105	54	1410	58	16	187	1615
Future Volume (veh/h)	23	0	70	80	5	105	54	1410	58	16	187	1615
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0		0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00		1.00	
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00		1.00	1.00
Work Zone On Approach		No			No			No				No
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1885	1870	1841	1870		1870	1885
Adj Flow Rate, veh/h	24	0	0	84	5	0	57	1484	0		197	1700
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95		0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	1	2	4	2		2	1
Cap, veh/h	224	0		196	8		262	2916			318	2987
Arrive On Green	0.08	0.00	0.00	0.08	0.09	0.00	0.83	0.83	0.00		0.83	0.83
Sat Flow, veh/h	1690	0	1585	1412	84	1598	288	3497	1585		355	3582
Grp Volume(v), veh/h	24	0	0	89	0	0	57	1484	0		197	1700
Grp Sat Flow(s),veh/h/ln	1690	0	1585	1496	0	1598	288	1749	1585		355	1791
Q Serve(g_s), s	0.0	0.0	0.0	5.0	0.0	0.0	8.6	13.5	0.0		39.6	16.6
Cycle Q Clear(g_c), s	1.4	0.0	0.0	6.4	0.0	0.0	25.2	13.5	0.0		53.1	16.6
Prop In Lane	1.00		1.00	0.94		1.00	1.00		1.00		1.00	
Lane Grp Cap(c), veh/h	193	0		176	0		262	2916			318	2987
V/C Ratio(X)	0.12	0.00		0.50	0.00		0.22	0.51			0.62	0.57
Avail Cap(c_a), veh/h	317	0		302	0		262	2916			318	2987
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00		1.00	1.00
Upstream Filter(I)	1.00	0.00	0.00	1.00	0.00	0.00	1.00	1.00	0.00		1.00	1.00
Uniform Delay (d), s/veh	46.9	0.0	0.0	49.0	0.0	0.0	6.9	2.6	0.0		10.3	2.9
Incr Delay (d2), s/veh	0.3	0.0	0.0	2.2	0.0	0.0	1.9	0.6	0.0		8.8	0.8
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0		0.0	0.0
%ile BackOfQ(50%),veh/ln	0.6	0.0	0.0	2.6	0.0	0.0	0.6	3.1	0.0		3.1	2.8
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	47.2	0.0	0.0	51.2	0.0	0.0	8.8	3.3	0.0		19.1	3.7
LnGrp LOS	D	A		D	A		A	A			B	A
Approach Vol, veh/h		24	A		89	A		1541	A			1897
Approach Delay, s/veh		47.2			51.2			3.5				5.3
Approach LOS		D			D			A				A
Timer - Assigned Phs		2		4		6		8				
Phs Duration (G+Y+Rc), s		96.0		14.3		96.0		14.3				
Change Period (Y+Rc), s		6.0		6.0		6.0		6.0				
Max Green Setting (Gmax), s		90.0		18.0		90.0		18.0				
Max Q Clear Time (g_c+I1), s		27.2		3.4		55.1		8.4				
Green Ext Time (p_c), s		22.3		0.0		22.3		0.2				

## Intersection Summary

HCM 6th Ctrl Delay 5.9

HCM 6th LOS A

## Notes

User approved ignoring U-Turning movement.

Unsignalized Delay for [NBR, EBR, WBR, SBR] is excluded from calculations of the approach delay and intersection delay.

## HCM 6th Signalized Intersection Summary

Hager A

## 1: Okatie Highway &amp; Del Webb Blvd/Seagrass Station Rd

Hager Access

Movement	SBR
Lane Configurations	
Traffic Volume (veh/h)	23
Future Volume (veh/h)	23
Initial Q (Qb), veh	0
Ped-Bike Adj(A_pbT)	1.00
Parking Bus, Adj	1.00
Work Zone On Approach	
Adj Sat Flow, veh/h/ln	1870
Adj Flow Rate, veh/h	0
Peak Hour Factor	0.95
Percent Heavy Veh, %	2
Cap, veh/h	
Arrive On Green	0.00
Sat Flow, veh/h	1585
Grp Volume(v), veh/h	0
Grp Sat Flow(s),veh/h/ln	1585
Q Serve(g_s), s	0.0
Cycle Q Clear(g_c), s	0.0
Prop In Lane	1.00
Lane Grp Cap(c), veh/h	
V/C Ratio(X)	
Avail Cap(c_a), veh/h	
HCM Platoon Ratio	1.00
Upstream Filter(l)	0.00
Uniform Delay (d), s/veh	0.0
Incr Delay (d2), s/veh	0.0
Initial Q Delay(d3),s/veh	0.0
%ile BackOfQ(50%),veh/ln	0.0
Unsig. Movement Delay, s/veh	
LnGrp Delay(d),s/veh	0.0
LnGrp LOS	
Approach Vol, veh/h	A
Approach Delay, s/veh	
Approach LOS	
Timer - Assigned Phs	



## HCM 6th TWSC

No Hag

## 1: Okatie highway &amp; Del Webb Blvd/Seagrass Station Rd

No Hager Access AM

Intersection														
Int Delay, s/veh	81.2													
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBU	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Lane Configurations		↕	↗		↕	↗		↗	↕↕	↗		↗	↕↕	↗
Traffic Vol, veh/h	17	3	35	107	0	119	1	23	1508	66	1	128	1303	11
Future Vol, veh/h	17	3	35	107	0	119	1	23	1508	66	1	128	1303	11
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	Yield	-	-	Yield	-	-	-	Yield	-	-	-	Yield
Storage Length	-	-	0	-	-	280	-	430	-	400	-	430	-	-
Veh in Median Storage, #	-	2	-	-	0	-	-	-	0	-	-	-	0	-
Grade, %	-	0	-	-	0	-	-	-	0	-	-	-	0	-
Peak Hour Factor	92	92	92	92	92	92	92	92	92	92	92	92	92	92
Heavy Vehicles, %	2	2	4	2	2	2	2	2	2	6	2	2	6	2
Mvmt Flow	18	3	38	116	0	129	1	25	1639	72	1	139	1416	12
Major/Minor	Minor2		Minor1		Major1		Major2							
Conflicting Flow All	2568	3387	708	2681	3387	820	1416	1416	0	0	1639	1639	0	0
Stage 1	1696	1696	-	1691	1691	-	-	-	-	-	-	-	-	-
Stage 2	872	1691	-	990	1696	-	-	-	-	-	-	-	-	-
Critical Hdwy	7.54	6.54	6.98	7.54	6.54	6.94	6.44	4.14	-	-	6.44	4.14	-	-
Critical Hdwy Stg 1	6.54	5.54	-	6.54	5.54	-	-	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.54	5.54	-	6.54	5.54	-	-	-	-	-	-	-	-	-
Follow-up Hdwy	3.52	4.02	3.34	3.52	4.02	3.32	2.52	2.22	-	-	2.52	2.22	-	-
Pot Cap-1 Maneuver	~ 13	7	373	~ 11	7	318	179	477	-	-	128	391	-	-
Stage 1	96	147	-	~ 97	148	-	-	-	-	-	-	-	-	-
Stage 2	312	148	-	264	147	-	-	-	-	-	-	-	-	-
Platoon blocked, %									-	-			-	-
Mov Cap-1 Maneuver	~ 5	4	373	~ 21	4	318	441	441	-	-	380	380	-	-
Mov Cap-2 Maneuver	30	-	-	~ 21	4	-	-	-	-	-	-	-	-	-
Stage 1	90	93	-	~ 91	139	-	-	-	-	-	-	-	-	-
Stage 2	174	139	-	144	93	-	-	-	-	-	-	-	-	-
Approach	EB		WB		NB		SB							
HCM Control Delay, s	108.3		\$ 1153.6		0.2		1.8							
HCM LOS	F		F											
Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	EBLn2	WBLn1	WBLn2	SBL	SBT	SBR				
Capacity (veh/h)	441	-	-	30	373	21	318	380	-	-				
HCM Lane V/C Ratio	0.059	-	-	0.725	0.102	5.538	0.407	0.369	-	-				
HCM Control Delay (s)	13.7	-	-	270.3	15.7	\$ 2410	23.9	19.9	-	-				
HCM Lane LOS	B	-	-	F	C	F	C	C	-	-				
HCM 95th %tile Q(veh)	0.2	-	-	2.4	0.3	14.8	1.9	1.7	-	-				
Notes														
~: Volume exceeds capacity		\$: Delay exceeds 300s			+: Computation Not Defined					*: All major volume in platoon				

## HCM 6th TWSC

## 2: 7C Access 2/Charles Cross Way &amp; Seagrass Station Rd

No Hag

No Hager Access AM

Intersection												
Int Delay, s/veh	1.9											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↔	↔		↔			↑			↔	
Traffic Vol, veh/h	23	117	56	0	97	0	55	0	0	0	0	66
Future Vol, veh/h	23	117	56	0	97	0	55	0	0	0	0	66
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	0	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	4	2	2	3	2	2	2	2	2	2	2
Mvmt Flow	26	130	62	0	108	0	61	0	0	0	0	73

Major/Minor	Major1			Major2			Minor1			Minor2		
Conflicting Flow All	108	0	0	192	0	0	327	290	-	321	352	108
Stage 1	-	-	-	-	-	-	182	182	-	108	108	-
Stage 2	-	-	-	-	-	-	145	108	-	213	244	-
Critical Hdwy	4.12	-	-	4.12	-	-	7.12	6.52	-	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.218	-	-	2.218	-	-	3.518	4.018	-	3.518	4.018	3.318
Pot Cap-1 Maneuver	1483	-	-	1381	-	0	626	620	0	632	573	946
Stage 1	-	-	-	-	-	0	820	749	0	897	806	-
Stage 2	-	-	-	-	-	0	858	806	0	789	704	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1483	-	-	1381	-	-	568	608	-	623	562	946
Mov Cap-2 Maneuver	-	-	-	-	-	-	568	608	-	623	562	-
Stage 1	-	-	-	-	-	-	804	734	-	879	806	-
Stage 2	-	-	-	-	-	-	791	806	-	773	690	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	0.9	0	0	9.1
HCM LOS			A	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	SBLn1
Capacity (veh/h)	-	1483	-	-	1381	-	946
HCM Lane V/C Ratio	-	0.017	-	-	-	-	0.078
HCM Control Delay (s)	0	7.5	0	-	0	-	9.1
HCM Lane LOS	A	A	A	-	A	-	A
HCM 95th %tile Q(veh)	-	0.1	-	-	0	-	0.3

## HCM 6th TWSC

## 3: Pearce Road &amp; Augustine Road

No Hag

No Hager Access AM

Intersection												
Int Delay, s/veh	7.1											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	24	6	2	0	23	20	15	13	1	10	5	5
Future Vol, veh/h	24	6	2	0	23	20	15	13	1	10	5	5
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2	2	10	2	2	40	2
Mvmt Flow	27	7	2	0	26	22	17	14	1	11	6	6

Major/Minor	Minor2		Minor1		Major1		Major2					
Conflicting Flow All	104	80	9	85	83	15	12	0	0	15	0	0
Stage 1	31	31	-	49	49	-	-	-	-	-	-	-
Stage 2	73	49	-	36	34	-	-	-	-	-	-	-
Critical Hdwy	7.12	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.12	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.518	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	876	810	1073	901	807	1065	1607	-	-	1603	-	-
Stage 1	986	869	-	964	854	-	-	-	-	-	-	-
Stage 2	937	854	-	980	867	-	-	-	-	-	-	-
Platoon blocked, %								-	-	-	-	-
Mov Cap-1 Maneuver	825	795	1073	881	792	1065	1607	-	-	1603	-	-
Mov Cap-2 Maneuver	825	795	-	881	792	-	-	-	-	-	-	-
Stage 1	975	863	-	953	845	-	-	-	-	-	-	-
Stage 2	880	845	-	964	861	-	-	-	-	-	-	-

Approach	EB		WB		NB		SB	
HCM Control Delay, s	9.5		9.2		3.8		3.6	
HCM LOS	A		A					




Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1WBLn1	SBL	SBT	SBR
Capacity (veh/h)	1607	-	-	831	899	1603	-
HCM Lane V/C Ratio	0.01	-	-	0.043	0.053	0.007	-
HCM Control Delay (s)	7.3	0	-	9.5	9.2	7.3	0
HCM Lane LOS	A	A	-	A	A	A	-
HCM 95th %tile Q(veh)	0	-	-	0.1	0.2	0	-

## HCM 6th TWSC

## 4: Augustine Road &amp; Amanda Road

No Hag

No Hager Access AM

Intersection						
Int Delay, s/veh	3.9					
Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	7	4	28	0	0	38
Future Vol, veh/h	7	4	28	0	0	38
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	8	4	31	0	0	42
Major/Minor	Minor2	Major1		Major2		
Conflicting Flow All	83	21	42	0	-	0
Stage 1	21	-	-	-	-	-
Stage 2	62	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	919	1056	1567	-	-	-
Stage 1	1002	-	-	-	-	-
Stage 2	961	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	901	1056	1567	-	-	-
Mov Cap-2 Maneuver	901	-	-	-	-	-
Stage 1	982	-	-	-	-	-
Stage 2	961	-	-	-	-	-
Approach	EB	NB		SB		
HCM Control Delay, s	8.8	7.3		0		
HCM LOS	A					
Minor Lane/Major Mvmt	NBL	NBT	EBLn1	SBT	SBR	
Capacity (veh/h)	1567	-	952	-	-	
HCM Lane V/C Ratio	0.02	-	0.013	-	-	
HCM Control Delay (s)	7.3	0	8.8	-	-	
HCM Lane LOS	A	A	A	-	-	
HCM 95th %tile Q(veh)	0.1	-	0	-	-	






## HCM 6th TWSC

## 5: Hager Road/Hager Rd &amp; Augustine Road

No Hager

No Hager Access AM

Intersection						
Int Delay, s/veh	7.5					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	0	0	0	0	7	0
Future Vol, veh/h	0	0	0	0	7	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	0	0	0	0	8	0
Major/Minor	Major1	Major2		Minor2		
Conflicting Flow All	1	0	-	0	1	1
Stage 1	-	-	-	-	1	-
Stage 2	-	-	-	-	0	-
Critical Hdwy	4.12	-	-	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	2.218	-	-	-	3.518	3.318
Pot Cap-1 Maneuver	1622	-	-	-	1022	1084
Stage 1	-	-	-	-	1022	-
Stage 2	-	-	-	-	-	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1622	-	-	-	1022	1084
Mov Cap-2 Maneuver	-	-	-	-	1022	-
Stage 1	-	-	-	-	1022	-
Stage 2	-	-	-	-	-	-
Approach	EB	WB		SB		
HCM Control Delay, s	0	0		8.6		
HCM LOS	A					
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	1622	-	-	-	1022	
HCM Lane V/C Ratio	-	-	-	-	0.008	
HCM Control Delay (s)	0	-	-	-	8.6	
HCM Lane LOS	A	-	-	-	A	
HCM 95th %tile Q(veh)	0	-	-	-	0	

## HCM 6th TWSC

## 6: Okatie Highway &amp; Hager Road

No Hager

No Hager Access AM

Intersection						
Int Delay, s/veh	0.1					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations		↗	↕			↕
Traffic Vol, veh/h	0	10	1540	10	0	1445
Future Vol, veh/h	0	10	1540	10	0	1445
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	6
Mvmt Flow	0	11	1674	11	0	1571
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	-	843	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	6.94	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.32	-	-	-	-
Pot Cap-1 Maneuver	0	307	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	307	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	17.2	0		0		
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBT		
Capacity (veh/h)	-	307		-		
HCM Lane V/C Ratio	-	0.035		-		
HCM Control Delay (s)	-	17.2		-		
HCM Lane LOS	-	C		-		
HCM 95th %tile Q(veh)	-	0.1		-		

## HCM 6th TWSC

## 7: Okatie Highway &amp; Amanda Road

No Hag

No Hager Access AM




Intersection						
Int Delay, s/veh	0.6					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations		↗	↕			↕
Traffic Vol, veh/h	0	90	1502	48	0	1445
Future Vol, veh/h	0	90	1502	48	0	1445
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	92	92	92	92	92	92
Heavy Vehicles, %	2	2	2	2	2	6
Mvmt Flow	0	98	1633	52	0	1571
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	-	843	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	6.94	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.32	-	-	-	-
Pot Cap-1 Maneuver	0	307	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	307	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	22.1	0		0		
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBT		
Capacity (veh/h)	-	307		-		
HCM Lane V/C Ratio	-	0.319		-		
HCM Control Delay (s)	-	22.1		-		
HCM Lane LOS	-	C		-		
HCM 95th %tile Q(veh)	-	1.3		-		

HCM 6th TWSC  
8: Amanda Road & 7C Access 1

No Hag  
No Hager Access AM

Intersection

Int Delay, s/veh 3.7

Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	37	11	66	0	5	24
Future Vol, veh/h	37	11	66	0	5	24
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	41	12	73	0	6	27

Major/Minor	Major1	Major2	Minor2
Conflicting Flow All	73	0	0 167 73
Stage 1	-	-	- 73 -
Stage 2	-	-	- 94 -
Critical Hdwy	4.12	-	- 6.42 6.22
Critical Hdwy Stg 1	-	-	- 5.42 -
Critical Hdwy Stg 2	-	-	- 5.42 -
Follow-up Hdwy	2.218	-	- 3.518 3.318
Pot Cap-1 Maneuver	1527	-	- 823 989
Stage 1	-	-	- 950 -
Stage 2	-	-	- 930 -
Platoon blocked, %	-	-	-
Mov Cap-1 Maneuver	1527	-	- 801 989
Mov Cap-2 Maneuver	-	-	- 801 -
Stage 1	-	-	- 924 -
Stage 2	-	-	- 930 -

Approach	EB	WB	SB
HCM Control Delay, s	5.7	0	8.9
HCM LOS			A

Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1
Capacity (veh/h)	1527	-	-	-	951
HCM Lane V/C Ratio	0.027	-	-	-	0.034
HCM Control Delay (s)	7.4	0	-	-	8.9
HCM Lane LOS	A	A	-	-	A
HCM 95th %tile Q(veh)	0.1	-	-	-	0.1



## HCM 6th TWSC

No Hag

## 1: Okatie highway &amp; Del Webb Blvd/Seagrass Station Rd

No Hager Access PM

Intersection													
Int Delay, s/veh	359.5												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBU	SBL	SBT	SBR
Lane Configurations		↕	↗		↕	↗	↖	↕	↖		↖	↕	↗
Traffic Vol, veh/h	23	0	70	80	5	105	54	1410	58	16	187	1615	23
Future Vol, veh/h	23	0	70	80	5	105	54	1410	58	16	187	1615	23
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	Yield	-	-	Yield	-	-	Yield	-	-	-	Yield
Storage Length	-	-	0	-	-	280	430	-	400	-	430	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	-	0	-
Peak Hour Factor	95	95	95	95	95	95	95	95	95	95	95	95	95
Heavy Vehicles, %	2	2	2	2	2	1	2	4	2	2	2	1	2
Mvmt Flow	24	0	74	84	5	111	57	1484	61	17	197	1700	24
Major/Minor	Minor2		Minor1		Major1		Major2						
Conflicting Flow All	2987	3726	850	2876	3726	742	1700	0	0	1484	1484	0	0
Stage 1	2128	2128	-	1598	1598	-	-	-	-	-	-	-	-
Stage 2	859	1598	-	1278	2128	-	-	-	-	-	-	-	-
Critical Hdwy	7.54	6.54	6.94	7.54	6.54	6.92	4.14	-	-	6.44	4.14	-	-
Critical Hdwy Stg 1	6.54	5.54	-	6.54	5.54	-	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.54	5.54	-	6.54	5.54	-	-	-	-	-	-	-	-
Follow-up Hdwy	3.52	4.02	3.32	3.52	4.02	3.31	2.22	-	-	2.52	2.22	-	-
Pot Cap-1 Maneuver	~ 6	4	304	~ 7	~ 4	360	371	-	-	162	449	-	-
Stage 1	51	89	-	111	164	-	-	-	-	-	-	-	-
Stage 2	317	164	-	176	89	-	-	-	-	-	-	-	-
Platoon blocked, %								-	-			-	-
Mov Cap-1 Maneuver	-	1	304	~ 3	~ 1	360	371	-	-	365	365	-	-
Mov Cap-2 Maneuver	-	1	-	~ 3	~ 1	-	-	-	-	-	-	-	-
Stage 1	43	37	-	94	139	-	-	-	-	-	-	-	-
Stage 2	179	139	-	~ 55	37	-	-	-	-	-	-	-	-
Approach	EB		WB		NB		SB						
HCM Control Delay, s			\$ 6863.2		0.6		3.1						
HCM LOS	-		F										
Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	EBLn2	WBLn1	WBLn2	SBL	SBT	SBR			
Capacity (veh/h)	371	-	-	-	304	3	360	365	-	-			
HCM Lane V/C Ratio	0.153	-	-	-	0.242	29.825	0.307	0.585	-	-			
HCM Control Delay (s)	16.5	-	-	-	20.1	5317.3	19.4	27.8	-	-			
HCM Lane LOS	C	-	-	-	C	F	C	D	-	-			
HCM 95th %tile Q(veh)	0.5	-	-	-	0.9	13.3	1.3	3.6	-	-			
Notes													
~: Volume exceeds capacity		\$: Delay exceeds 300s		+: Computation Not Defined				*: All major volume in platoon					

## HCM 6th TWSC

## 2: 7C Access 2/Charles Cross Way &amp; Seagrass Station Rd

No Hag

No Hager Access PM

Intersection												
Int Delay, s/veh	1.3											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↔	↔		↔			↑			↔	
Traffic Vol, veh/h	51	141	61	0	117	0	77	0	0	1	0	24
Future Vol, veh/h	51	141	61	0	117	0	77	0	0	1	0	24
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Free	Free	Stop	Stop	Stop	Stop	Stop	Stop
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	0	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	3	2	2	2	4	2	2	2	2	2	2	2
Mvmt Flow	57	157	68	0	130	0	86	0	0	1	0	27

Major/Minor	Major1			Major2			Minor1		Minor2			
Conflicting Flow All	130	0	0	225	0	0	415	401	-	435	469	130
Stage 1	-	-	-	-	-	-	271	271	-	130	130	-
Stage 2	-	-	-	-	-	-	144	130	-	305	339	-
Critical Hdwy	4.13	-	-	4.12	-	-	7.12	6.52	-	7.12	6.52	6.22
Critical Hdwy Stg 1	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Critical Hdwy Stg 2	-	-	-	-	-	-	6.12	5.52	-	6.12	5.52	-
Follow-up Hdwy	2.227	-	-	2.218	-	-	3.518	4.018	-	3.518	4.018	3.318
Pot Cap-1 Maneuver	1449	-	-	1344	-	0	548	538	0	531	492	920
Stage 1	-	-	-	-	-	0	735	685	0	874	789	-
Stage 2	-	-	-	-	-	0	859	789	0	705	640	-
Platoon blocked, %	-	-	-	-	-	-	-	-	-	-	-	-
Mov Cap-1 Maneuver	1449	-	-	1344	-	-	514	514	-	513	470	920
Mov Cap-2 Maneuver	-	-	-	-	-	-	514	514	-	513	470	-
Stage 1	-	-	-	-	-	-	702	654	-	835	789	-
Stage 2	-	-	-	-	-	-	834	789	-	673	611	-

Approach	EB	WB	NB	SB
HCM Control Delay, s	1.5	0	0	9.2
HCM LOS			A	A

Minor Lane/Major Mvmt	NBLn1	EBL	EBT	EBR	WBL	WBT	SBLn1
Capacity (veh/h)	-	1449	-	-	1344	-	892
HCM Lane V/C Ratio	-	0.039	-	-	-	-	0.031
HCM Control Delay (s)	0	7.6	0	-	0	-	9.2
HCM Lane LOS	A	A	A	-	A	-	A
HCM 95th %tile Q(veh)	-	0.1	-	-	0	-	0.1

## HCM 6th TWSC

## 3: Pearce Road &amp; Augustine Road

No Hag

No Hager Access PM




Intersection												
Int Delay, s/veh	4.8											
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations		↕			↕			↕			↕	
Traffic Vol, veh/h	8	9	14	0	12	7	12	7	0	20	38	20
Future Vol, veh/h	8	9	14	0	12	7	12	7	0	20	38	20
Conflicting Peds, #/hr	0	0	0	0	0	0	0	0	0	0	0	0
Sign Control	Stop	Stop	Stop	Stop	Stop	Stop	Free	Free	Free	Free	Free	Free
RT Channelized	-	-	None	-	-	None	-	-	None	-	-	None
Storage Length	-	-	-	-	-	-	-	-	-	-	-	-
Veh in Median Storage, #	-	0	-	-	0	-	-	0	-	-	0	-
Grade, %	-	0	-	-	0	-	-	0	-	-	0	-
Peak Hour Factor	90	90	90	90	90	90	90	90	90	90	90	90
Heavy Vehicles, %	7	2	2	2	2	2	2	14	2	2	5	2
Mvmt Flow	9	10	16	0	13	8	13	8	0	22	42	22
Major/Minor	Minor2		Minor1			Major1			Major2			
Conflicting Flow All	142	131	53	144	142	8	64	0	0	8	0	0
Stage 1	97	97	-	34	34	-	-	-	-	-	-	-
Stage 2	45	34	-	110	108	-	-	-	-	-	-	-
Critical Hdwy	7.17	6.52	6.22	7.12	6.52	6.22	4.12	-	-	4.12	-	-
Critical Hdwy Stg 1	6.17	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Critical Hdwy Stg 2	6.17	5.52	-	6.12	5.52	-	-	-	-	-	-	-
Follow-up Hdwy	3.563	4.018	3.318	3.518	4.018	3.318	2.218	-	-	2.218	-	-
Pot Cap-1 Maneuver	816	760	1014	825	749	1074	1538	-	-	1612	-	-
Stage 1	897	815	-	982	867	-	-	-	-	-	-	-
Stage 2	956	867	-	895	806	-	-	-	-	-	-	-
Platoon blocked, %								-	-		-	-
Mov Cap-1 Maneuver	786	743	1014	790	733	1074	1538	-	-	1612	-	-
Mov Cap-2 Maneuver	786	743	-	790	733	-	-	-	-	-	-	-
Stage 1	890	804	-	974	860	-	-	-	-	-	-	-
Stage 2	927	860	-	858	795	-	-	-	-	-	-	-
Approach	EB		WB			NB			SB			
HCM Control Delay, s	9.4		9.5			4.6			1.9			
HCM LOS	A		A									
Minor Lane/Major Mvmt	NBL	NBT	NBR	EBLn1	WBLn1	SBL	SBT	SBR				
Capacity (veh/h)	1538	-	-	859	830	1612	-	-				
HCM Lane V/C Ratio	0.009	-	-	0.04	0.025	0.014	-	-				
HCM Control Delay (s)	7.4	0	-	9.4	9.5	7.3	0	-				
HCM Lane LOS	A	A	-	A	A	A	A	-				
HCM 95th %tile Q(veh)	0	-	-	0.1	0.1	0	-	-				

## HCM 6th TWSC

## 4: Augustine Road &amp; Amanda Road

No Hag

No Hager Access PM

Intersection						
Int Delay, s/veh	4.8					
Movement	EBL	EBR	NBL	NBT	SBT	SBR
Lane Configurations						
Traffic Vol, veh/h	23	7	12	3	4	24
Future Vol, veh/h	23	7	12	3	4	24
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	0	-	-	-	-	-
Veh in Median Storage, #	0	-	-	0	0	-
Grade, %	0	-	-	0	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	9	2	2
Mvmt Flow	26	8	13	3	4	27
Major/Minor	Minor2	Major1		Major2		
Conflicting Flow All	47	18	31	0	-	0
Stage 1	18	-	-	-	-	-
Stage 2	29	-	-	-	-	-
Critical Hdwy	6.42	6.22	4.12	-	-	-
Critical Hdwy Stg 1	5.42	-	-	-	-	-
Critical Hdwy Stg 2	5.42	-	-	-	-	-
Follow-up Hdwy	3.518	3.318	2.218	-	-	-
Pot Cap-1 Maneuver	963	1061	1582	-	-	-
Stage 1	1005	-	-	-	-	-
Stage 2	994	-	-	-	-	-
Platoon blocked, %				-	-	-
Mov Cap-1 Maneuver	955	1061	1582	-	-	-
Mov Cap-2 Maneuver	955	-	-	-	-	-
Stage 1	997	-	-	-	-	-
Stage 2	994	-	-	-	-	-
Approach	EB	NB		SB		
HCM Control Delay, s	8.8	5.8		0		
HCM LOS	A					
Minor Lane/Major Mvmt	NBL	NBT	EBLn1	SBT	SBR	
Capacity (veh/h)	1582	-	978	-	-	
HCM Lane V/C Ratio	0.008	-	0.034	-	-	
HCM Control Delay (s)	7.3	0	8.8	-	-	
HCM Lane LOS	A	A	A	-	-	
HCM 95th %tile Q(veh)	0	-	0.1	-	-	






## HCM 6th TWSC

## 5: Hager Road/Hager Rd &amp; Augustine Road

No Hager

No Hager Access PM

Intersection						
Int Delay, s/veh	7.7					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	0	0	0	4	32	0
Future Vol, veh/h	0	0	0	4	32	0
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	33	2	2
Mvmt Flow	0	0	0	4	36	0
Major/Minor	Major1	Major2		Minor2		
Conflicting Flow All	4	0	-	0	2	2
Stage 1	-	-	-	-	2	-
Stage 2	-	-	-	-	0	-
Critical Hdwy	4.12	-	-	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	2.218	-	-	-	3.518	3.318
Pot Cap-1 Maneuver	1618	-	-	-	1021	1082
Stage 1	-	-	-	-	1021	-
Stage 2	-	-	-	-	-	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1618	-	-	-	1021	1082
Mov Cap-2 Maneuver	-	-	-	-	1021	-
Stage 1	-	-	-	-	1021	-
Stage 2	-	-	-	-	-	-
Approach	EB	WB		SB		
HCM Control Delay, s	0	0		8.7		
HCM LOS	A					
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	1618	-	-	-	1021	
HCM Lane V/C Ratio	-	-	-	-	0.035	
HCM Control Delay (s)	0	-	-	-	8.7	
HCM Lane LOS	A	-	-	-	A	
HCM 95th %tile Q(veh)	0	-	-	-	0.1	

## HCM 6th TWSC

## 6: Okatie Highway &amp; Hager Road

No Hag

No Hager Access PM

Intersection						
Int Delay, s/veh	0					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations		↗	↕			↕
Traffic Vol, veh/h	0	10	1508	10	0	1765
Future Vol, veh/h	0	10	1508	10	0	1765
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	95	95	95	95	95	95
Heavy Vehicles, %	2	2	3	2	2	1
Mvmt Flow	0	11	1587	11	0	1858
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	-	799	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	6.94	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.32	-	-	-	-
Pot Cap-1 Maneuver	0	328	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	328	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	16.3	0		0		
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBT		
Capacity (veh/h)	-	328		-		
HCM Lane V/C Ratio	-	0.032		-		
HCM Control Delay (s)	-	16.3		-		
HCM Lane LOS	-	C		-		
HCM 95th %tile Q(veh)	-	0.1		-		

## HCM 6th TWSC

## 7: Okatie Highway &amp; Amanda Road




No Hag

No Hager Access PM

Intersection						
Int Delay, s/veh	0.4					
Movement	WBL	WBR	NBT	NBR	SBL	SBT
Lane Configurations		↗	↗↗			↗↗
Traffic Vol, veh/h	0	69	1447	71	0	1765
Future Vol, veh/h	0	69	1447	71	0	1765
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Stop	Stop	Free	Free	Free	Free
RT Channelized	-	None	-	None	-	None
Storage Length	-	0	-	-	-	-
Veh in Median Storage, #	0	-	0	-	-	0
Grade, %	0	-	0	-	-	0
Peak Hour Factor	95	95	95	95	95	95
Heavy Vehicles, %	2	2	3	2	2	1
Mvmt Flow	0	73	1523	75	0	1858
Major/Minor	Minor1	Major1		Major2		
Conflicting Flow All	-	799	0	0	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Critical Hdwy	-	6.94	-	-	-	-
Critical Hdwy Stg 1	-	-	-	-	-	-
Critical Hdwy Stg 2	-	-	-	-	-	-
Follow-up Hdwy	-	3.32	-	-	-	-
Pot Cap-1 Maneuver	0	328	-	-	0	-
Stage 1	0	-	-	-	0	-
Stage 2	0	-	-	-	0	-
Platoon blocked, %			-	-		-
Mov Cap-1 Maneuver	-	328	-	-	-	-
Mov Cap-2 Maneuver	-	-	-	-	-	-
Stage 1	-	-	-	-	-	-
Stage 2	-	-	-	-	-	-
Approach	WB	NB		SB		
HCM Control Delay, s	19.1	0		0		
HCM LOS	C					
Minor Lane/Major Mvmt	NBT	NBRWBLn1		SBT		
Capacity (veh/h)	-	328		-		
HCM Lane V/C Ratio	-	0.221		-		
HCM Control Delay (s)	-	19.1		-		
HCM Lane LOS	-	C		-		
HCM 95th %tile Q(veh)	-	0.8		-		

HCM 6th TWSC  
8: Amanda Road & 7C Access 1

No Hag  
No Hager Access PM

Intersection						
Int Delay, s/veh	4.4					
Movement	EBL	EBT	WBT	WBR	SBL	SBR
Lane Configurations						
Traffic Vol, veh/h	41	30	36	0	5	33
Future Vol, veh/h	41	30	36	0	5	33
Conflicting Peds, #/hr	0	0	0	0	0	0
Sign Control	Free	Free	Free	Free	Stop	Stop
RT Channelized	-	None	-	None	-	None
Storage Length	-	-	-	-	0	-
Veh in Median Storage, #	-	0	0	-	0	-
Grade, %	-	0	0	-	0	-
Peak Hour Factor	90	90	90	90	90	90
Heavy Vehicles, %	2	2	2	2	2	2
Mvmt Flow	46	33	40	0	6	37
Major/Minor	Major1	Major2		Minor2		
Conflicting Flow All	40	0	-	0	165	40
Stage 1	-	-	-	-	40	-
Stage 2	-	-	-	-	125	-
Critical Hdwy	4.12	-	-	-	6.42	6.22
Critical Hdwy Stg 1	-	-	-	-	5.42	-
Critical Hdwy Stg 2	-	-	-	-	5.42	-
Follow-up Hdwy	2.218	-	-	-	3.518	3.318
Pot Cap-1 Maneuver	1570	-	-	-	826	1031
Stage 1	-	-	-	-	982	-
Stage 2	-	-	-	-	901	-
Platoon blocked, %		-	-	-		
Mov Cap-1 Maneuver	1570	-	-	-	801	1031
Mov Cap-2 Maneuver	-	-	-	-	801	-
Stage 1	-	-	-	-	953	-
Stage 2	-	-	-	-	901	-
Approach	EB	WB		SB		
HCM Control Delay, s	4.3	0		8.8		
HCM LOS	A					
Minor Lane/Major Mvmt	EBL	EBT	WBT	WBR	SBLn1	
Capacity (veh/h)	1570	-	-	-	993	
HCM Lane V/C Ratio	0.029	-	-	-	0.043	
HCM Control Delay (s)	7.4	0	-	-	8.8	
HCM Lane LOS	A	A	-	-	A	
HCM 95th %tile Q(veh)	0.1	-	-	-	0.1	



## Queues

No Hag

## 1: Okatie highway &amp; Del Webb Blvd/Seagrass Station Rd

No Hager Access AM



Lane Group	EBT	EBR	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	21	38	116	129	26	1639	72	140	1416	12
v/c Ratio	0.10	0.14	0.54	0.45	0.12	0.61	0.06	0.85	0.54	0.01
Control Delay	34.5	12.2	46.8	26.6	5.2	6.8	1.1	56.0	6.1	0.4
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	34.5	12.2	46.8	26.6	5.2	6.8	1.1	56.0	6.1	0.4
Queue Length 50th (ft)	11	0	65	42	3	192	0	48	153	0
Queue Length 95th (ft)	32	27	120	96	14	306	11	#104	245	1
Internal Link Dist (ft)	391		300			720			1168	
Turn Bay Length (ft)				280	430		400	430		500
Base Capacity (vph)	286	347	283	364	224	2702	1180	164	2600	1216
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.07	0.11	0.41	0.35	0.12	0.61	0.06	0.85	0.54	0.01

## Intersection Summary

# 95th percentile volume exceeds capacity, queue may be longer.























Queue shown is maximum after two cycles.

## HCM 6th Signalized Intersection Summary

## 1: Okatie highway &amp; Del Webb Blvd/Seagrass Station Rd

No Hag

No Hager Access AM

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	17	3	35	107	0	119	24	1508	66	129	1303	11
Future Volume (veh/h)	17	3	35	107	0	119	24	1508	66	129	1303	11
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1841	1870	1870	1870	1870	1870	1811	1870	1811	1870
Adj Flow Rate, veh/h	18	3	0	116	0	0	26	1639	0	140	1416	0
Peak Hour Factor	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92	0.92
Percent Heavy Veh, %	2	2	4	2	2	2	2	2	6	2	6	2
Cap, veh/h	246	37		256	0		323	2809		266	2720	
Arrive On Green	0.10	0.12	0.00	0.10	0.00	0.00	0.79	0.79	0.00	0.79	0.79	0.00
Sat Flow, veh/h	1419	305	1560	1452	0	1585	379	3554	1535	306	3441	1585
Grp Volume(v), veh/h	21	0	0	116	0	0	26	1639	0	140	1416	0
Grp Sat Flow(s),veh/h/ln	1724	0	1560	1452	0	1585	379	1777	1535	306	1721	1585
Q Serve(g_s), s	0.0	0.0	0.0	6.1	0.0	0.0	2.4	16.3	0.0	29.9	13.4	0.0
Cycle Q Clear(g_c), s	1.0	0.0	0.0	7.1	0.0	0.0	15.7	16.3	0.0	46.2	13.4	0.0
Prop In Lane	0.86		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	245	0		224	0		323	2809		266	2720	
V/C Ratio(X)	0.09	0.00		0.52	0.00		0.08	0.58		0.53	0.52	
Avail Cap(c_a), veh/h	389	0		362	0		323	2809		266	2720	
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	0.00	1.00	0.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00
Uniform Delay (d), s/veh	36.3	0.0	0.0	39.1	0.0	0.0	6.2	3.7	0.0	12.7	3.4	0.0
Incr Delay (d2), s/veh	0.1	0.0	0.0	1.8	0.0	0.0	0.5	0.9	0.0	7.3	0.7	0.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.4	0.0	0.0	2.7	0.0	0.0	0.2	3.0	0.0	2.3	3.2	0.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	36.5	0.0	0.0	40.9	0.0	0.0	6.7	4.6	0.0	20.0	4.1	0.0
LnGrp LOS	D	A		D	A		A	A		B	A	
Approach Vol, veh/h		21	A		116	A		1665	A		1556	A
Approach Delay, s/veh		36.5			40.9			4.6			5.5	
Approach LOS		D			D			A			A	
Timer - Assigned Phs		2		4		6		8				
Phs Duration (G+Y+Rc), s		76.0		15.1		76.0		15.1				
Change Period (Y+Rc), s		6.0		6.0		6.0		6.0				
Max Green Setting (Gmax), s		70.0		18.0		70.0		18.0				
Max Q Clear Time (g_c+I1), s		18.3		3.0		48.2		9.1				
Green Ext Time (p_c), s		19.4		0.0		14.4		0.3				
<b>Intersection Summary</b>												
HCM 6th Ctrl Delay			6.5									
HCM 6th LOS			A									
<b>Notes</b>												
Unsignalized Delay for [NBR, EBR, WBR, SBR] is excluded from calculations of the approach delay and intersection delay.												

## Queues

No Hag

## 1: Okatie highway &amp; Del Webb Blvd/Seagrass Station Rd

No Hager Access PM



Lane Group	EBT	EBR	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Group Flow (vph)	24	74	89	111	57	1484	61	214	1700	24
v/c Ratio	0.16	0.29	0.52	0.40	0.34	0.53	0.05	0.95	0.59	0.02
Control Delay	46.3	19.5	57.9	19.5	10.1	5.1	0.9	64.4	5.7	1.0
Queue Delay	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
Total Delay	46.3	19.5	57.9	19.5	10.1	5.1	0.9	64.4	5.7	1.0
Queue Length 50th (ft)	16	12	62	19	9	161	0	106	200	0
Queue Length 95th (ft)	42	56	116	71	37	252	9	#159	313	5
Internal Link Dist (ft)	391		300			720			1168	
Turn Bay Length (ft)				280	430		400	430		500
Base Capacity (vph)	203	317	229	342	168	2790	1284	225	2873	1277
Starvation Cap Reductn	0	0	0	0	0	0	0	0	0	0
Spillback Cap Reductn	0	0	0	0	0	0	0	0	0	0
Storage Cap Reductn	0	0	0	0	0	0	0	0	0	0
Reduced v/c Ratio	0.12	0.23	0.39	0.32	0.34	0.53	0.05	0.95	0.59	0.02

## Intersection Summary

# 95th percentile volume exceeds capacity, queue may be longer.























Queue shown is maximum after two cycles.

## HCM 6th Signalized Intersection Summary

No Hag

## 1: Okatie highway &amp; Del Webb Blvd/Seagrass Station Rd

No Hager Access PM

												
Movement	EBL	EBT	EBR	WBL	WBT	WBR	NBL	NBT	NBR	SBL	SBT	SBR
Lane Configurations												
Traffic Volume (veh/h)	23	0	70	80	5	105	54	1410	58	203	1615	23
Future Volume (veh/h)	23	0	70	80	5	105	54	1410	58	203	1615	23
Initial Q (Qb), veh	0	0	0	0	0	0	0	0	0	0	0	0
Ped-Bike Adj(A_pbT)	1.00		1.00	1.00		1.00	1.00		1.00	1.00		1.00
Parking Bus, Adj	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Work Zone On Approach		No			No			No			No	
Adj Sat Flow, veh/h/ln	1870	1870	1870	1870	1870	1885	1870	1841	1870	1870	1885	1870
Adj Flow Rate, veh/h	24	0	0	84	5	0	57	1484	0	214	1700	0
Peak Hour Factor	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95	0.95
Percent Heavy Veh, %	2	2	2	2	2	1	2	4	2	2	1	2
Cap, veh/h	224	0		196	8		262	2916		318	2987	
Arrive On Green	0.08	0.00	0.00	0.08	0.09	0.00	0.83	0.83	0.00	0.83	0.83	0.00
Sat Flow, veh/h	1690	0	1585	1412	84	1598	288	3497	1585	355	3582	1585
Grp Volume(v), veh/h	24	0	0	89	0	0	57	1484	0	214	1700	0
Grp Sat Flow(s),veh/h/ln	1690	0	1585	1496	0	1598	288	1749	1585	355	1791	1585
Q Serve(g_s), s	0.0	0.0	0.0	5.0	0.0	0.0	8.6	13.5	0.0	48.2	16.6	0.0
Cycle Q Clear(g_c), s	1.4	0.0	0.0	6.4	0.0	0.0	25.2	13.5	0.0	61.7	16.6	0.0
Prop In Lane	1.00		1.00	0.94		1.00	1.00		1.00	1.00		1.00
Lane Grp Cap(c), veh/h	193	0		176	0		262	2916		318	2987	
V/C Ratio(X)	0.12	0.00		0.50	0.00		0.22	0.51		0.67	0.57	
Avail Cap(c_a), veh/h	317	0		302	0		262	2916		318	2987	
HCM Platoon Ratio	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00	1.00
Upstream Filter(I)	1.00	0.00	0.00	1.00	0.00	0.00	1.00	1.00	0.00	1.00	1.00	0.00
Uniform Delay (d), s/veh	46.9	0.0	0.0	49.0	0.0	0.0	6.9	2.6	0.0	11.6	2.9	0.0
Incr Delay (d2), s/veh	0.3	0.0	0.0	2.2	0.0	0.0	1.9	0.6	0.0	10.8	0.8	0.0
Initial Q Delay(d3),s/veh	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0	0.0
%ile BackOfQ(50%),veh/ln	0.6	0.0	0.0	2.6	0.0	0.0	0.6	3.1	0.0	4.2	3.9	0.0
Unsig. Movement Delay, s/veh												
LnGrp Delay(d),s/veh	47.2	0.0	0.0	51.2	0.0	0.0	8.8	3.3	0.0	22.4	3.7	0.0
LnGrp LOS	D	A		D	A		A	A		C	A	
Approach Vol, veh/h		24	A		89	A		1541	A		1914	A
Approach Delay, s/veh		47.2			51.2			3.5			5.8	
Approach LOS		D			D			A			A	
Timer - Assigned Phs		2		4		6		8				
Phs Duration (G+Y+Rc), s		96.0		14.3		96.0		14.3				
Change Period (Y+Rc), s		6.0		6.0		6.0		6.0				
Max Green Setting (Gmax), s		90.0		18.0		90.0		18.0				
Max Q Clear Time (g_c+I1), s		27.2		3.4		63.7		8.4				
Green Ext Time (p_c), s		22.3		0.0		19.8		0.2				

## Intersection Summary

HCM 6th Ctrl Delay 6.2

HCM 6th LOS A

## Notes

Unsignalized Delay for [NBR, EBR, WBR, SBR] is excluded from calculations of the approach delay and intersection delay.



## Proposed Motion

**Recommendation of Approval of an Amendment to the Master Plan for Village at Verdier Consisting of 124.2 acres located East of SC Highway 170 at Seagrass Station Road and Zoned Village at Verdier Planned Unit Development.**

*"I move to [**Conditionally Approve**] the request to Amend the Master Plan for Village at Verdier Consisting of 124.2 acres located East of SC Highway 170 at Seagrass Station Road and Zoned Village at Verdier Planned Unit Development subject to the following condition:*

- 1. Replace a previously approved residential road connection between Parcels Y and Z with a gated, emergency access road."*



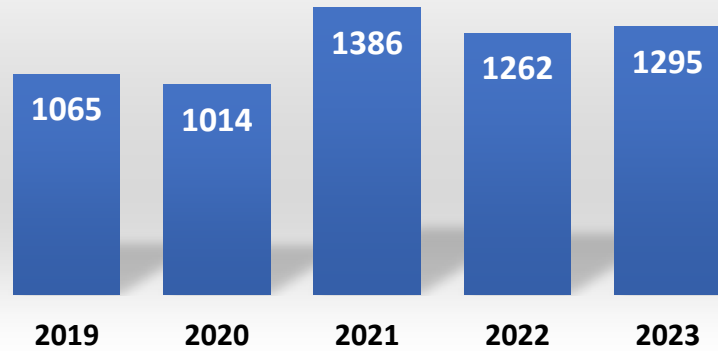
STATISTICAL INFORMATION

# BLUFFTON POLICE DEPARTMENT

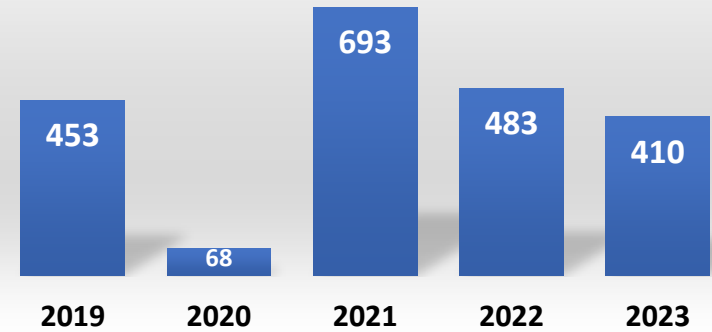
April 30, 2023

Presented by Chief Joseph Babkiewicz

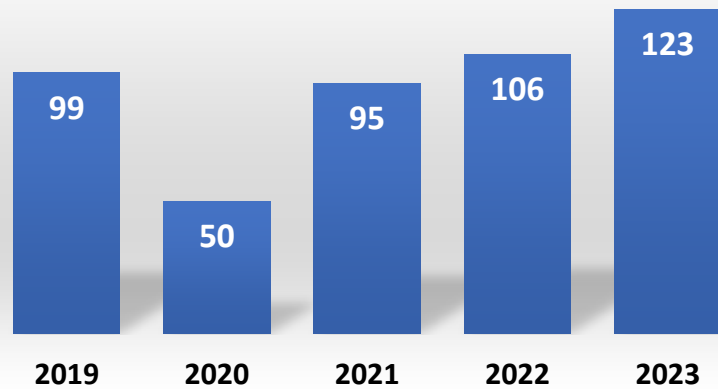
## April Calls for Service Comparison



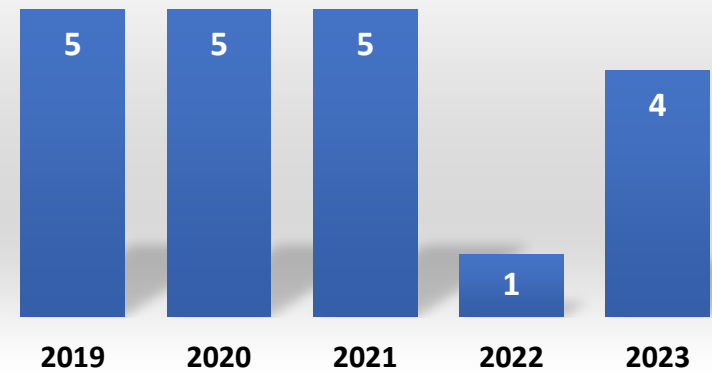
## April Traffic Citation Comparison



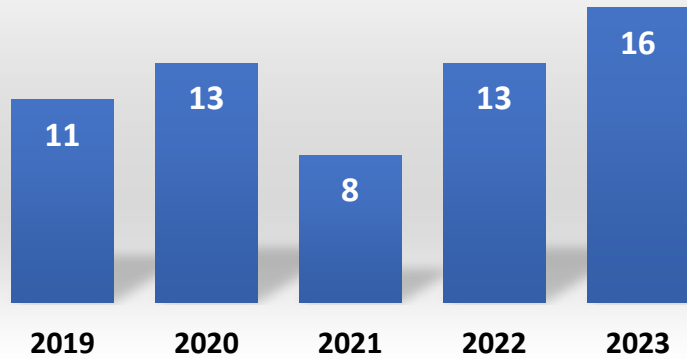
## April Collision Comparison



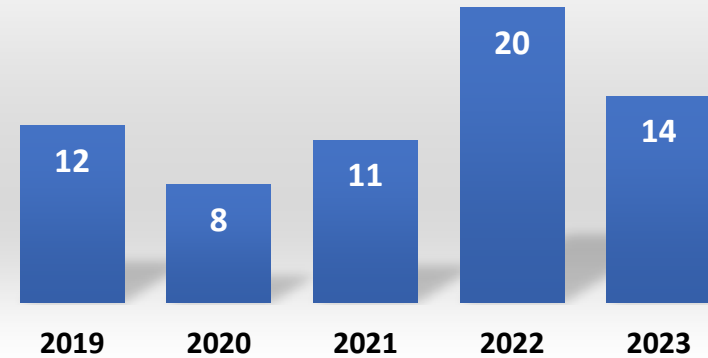
## April Burglary Comparison



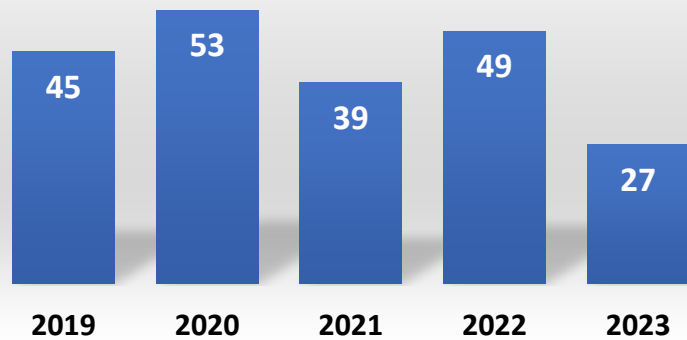
## April Theft Comparison



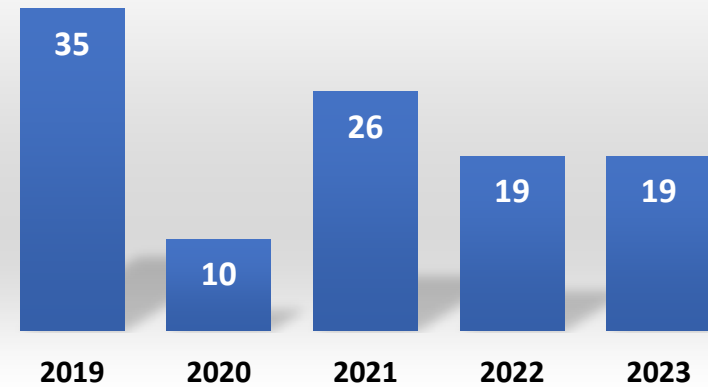
## April Assault Comparison



## April Domestic Calls for Service Comparison



## April Arrest Comparison

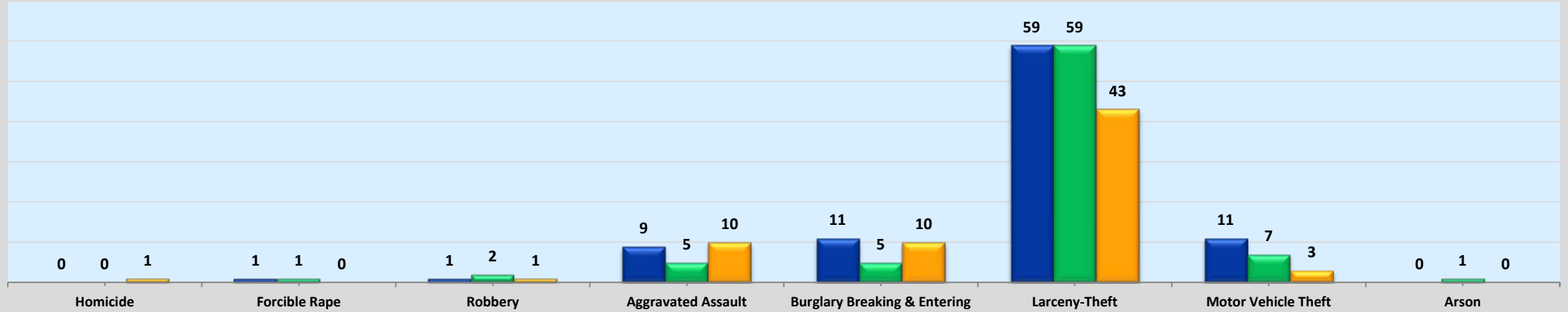


# DEPARTMENT HIGHLIGHTS

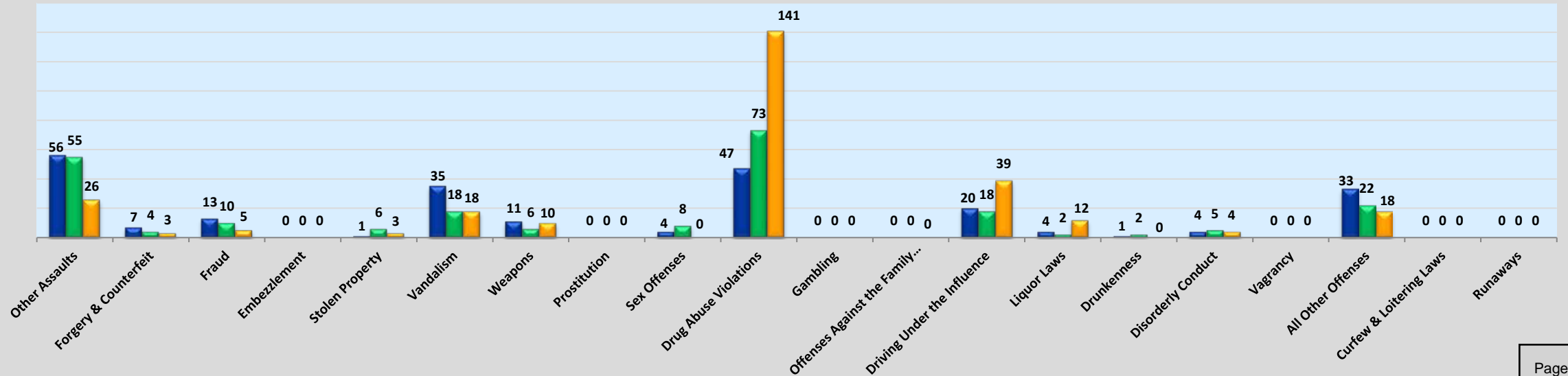
Section XI. Item #1.

Year-to-Date  
January - April

■ 2023 ■ 2022 ■ 2021



■ 2023 ■ 2022 ■ 2021





## Law Enforcement Advisory Committee

- No meeting due to lack of quorum.

### Meetings Attended by Chief Joseph Babkiewicz

**Every Wednesday** – Senior Staff Communications Meeting

**Every Wednesday** – Commanders Meeting

**Apr 1<sup>st</sup>** – Guest Speaker at United Methodist Church

**Apr 1<sup>st</sup>** – Attend Bridge Church Easter Egg Hunt

**Apr 3<sup>rd</sup>** – Meeting at Cross Schools

**Apr 3<sup>rd</sup>** – Meeting with Town Manager

**April 4<sup>th</sup>** – Meeting at Colleton River

**Apr 4<sup>th</sup>** – Attend Martyrs Day Luncheon @ Rotary Center

**Apr 4<sup>th</sup>** – Attend St. Gregory Meet and Greet

**Apr 5<sup>th</sup>** – Attend Power Town Hall/HH Chamber of Commerce online session

**Apr 5<sup>th</sup>** – Attend USCB Bluffton Ambassador online session

**Apr 5<sup>th</sup>** – Attend Kiwanis Meeting

**Apr 6<sup>th</sup>** – Attend May River High Special Olympics

**Apr 6<sup>th</sup>** – Attend Community Forum @ Rotary Center

**Apr 7<sup>th</sup>** – Meeting with Pastor Hamilton

**Apr 10<sup>th</sup>** – Attend meeting at Solicitor's Office

**Apr 11<sup>th</sup>** – Attend Flock Camera Demonstration

**Apr 11<sup>th</sup>** – Attend BriefCam Video Analytics Demonstration online

**Apr 11<sup>th</sup>** – Attend Wall of Honor Ceremony

### Meetings Attended by Chief Joseph Babkiewicz cont.

- Apr 12<sup>th</sup>** – Meeting with Captain
- Apr 12<sup>th</sup>** – Attend Young Men of Bluffton meeting
- Apr 12<sup>th</sup>** – WEBEX meeting
- Apr 13<sup>th</sup>** – Meeting with Dicks Sporting Goods
- Apr 13<sup>th</sup>** – Attend SRO Grant meeting
- Apr 13<sup>th</sup>** – Attend Law Enforcement Citizens Advisory Committee meeting
- Apr 15<sup>th</sup>** – Attend Entrepreneur Day 4 kids @ Martin Family Park
- Apr 17<sup>th</sup>** – Class 3 SRO Meeting
- Apr 17<sup>th</sup>** – Attend Lockdown Meeting @ Cross Schools
- Apr 18<sup>th</sup>** – Attend Bluffton Municipal Court
- Apr 18<sup>th</sup>** – Lunch Meeting with TCL Emergency Director
- Apr 18<sup>th</sup>** – Attend Strategic Planning Meeting
- Apr 18<sup>th</sup>** – Attend Bluffton Men's Group @ Crescent Clubhouse
- Apr 19<sup>th</sup>** – Attend Prom Promise at May River High School
- Apr 19<sup>th</sup>** – Attend April Birthdays and Anniversary celebration
- Apr 19<sup>th</sup>** – Meeting with Amazing Creations
- Apr 20<sup>th</sup>** – Meeting with Attorney
- Apr 20<sup>th</sup>** – Promotion Ceremony
- Apr 20<sup>th</sup>** – Attend GETAC (BWC) Training
- Apr 21<sup>st</sup>** – Participate in Earth Day Litter Clean-Up
- Apr 21<sup>st</sup>** – Meeting with Pastor Hamilton

### Meetings Attended by Chief Joseph Babkiewicz cont.

- Apr 21<sup>st</sup>** – Meeting with School Resource Officer
- Apr 21<sup>st</sup>** – Attend Pierce Group Ribbon Cutting Ceremony
- Apr 21<sup>st</sup>** – Attend Rita's Italian Ice Ribbon Cutting Ceremony
- Apr 22<sup>nd</sup>** – Attend Town of Bluffton Family Fun Day
- Apr 24<sup>th</sup>** – Meeting at Cross Schools
- Apr 24<sup>th</sup>** – Attend Lutzie 43 Meeting
- Apr 25<sup>th</sup>** – Command Staff Meeting
- Apr 25<sup>th</sup>** – Attend Buck Island Improvement meeting
- Apr 26<sup>th</sup>** – Attend BCSO Press Conference
- Apr 26<sup>th</sup>** – Meeting with Town Manager
- Apr 26<sup>th</sup>** – Attend Bluffton Explorer Class
- Apr 27<sup>th</sup>** – Meeting @ First Presbyterian Church
- Apr 28<sup>th</sup>** – Meeting with Pastor Hamilton
- Apr 28<sup>th</sup>** – Attend Arbor Day Celebration
- Apr 28<sup>th</sup>** – Coin Presentation at McRiley Elementary
- Apr 28<sup>th</sup>** – Attend Final Friday Cookout

# DEPARTMENT HIGHLIGHTS

Section XI. Item #1.

<b>Commendations -</b>	<b>none</b>
<b>Complaints -</b>	<b>none</b>

## Police Department Demographics as of April 30, 2023

DEPARTMENT	Black	Hispanic	Other	White	Grand Total
Female	1	4	1	14	20
Male	5	4	3	34	46
<b>Grand Total</b>	<b>6</b>	<b>8</b>	<b>4</b>	<b>48</b>	<b>66</b>

SWORN OFFICERS	Black	Hispanic	Other	White	Grand Total
Female	1	2		6	9
Male	5	4	3	28	40
<b>Grand Total</b>	<b>6</b>	<b>6</b>	<b>3</b>	<b>34</b>	<b>49</b>



# April Officer Training

**Inhouse (399)**

- Crowd Control 3 - 5 Officers
- Defensive Driving Basics - 1 Officer
- DMT Recertification - 1 Officer
- Line-Up 2023 - 30 Officers
- Pursuit Driving - 1 Officer
- Pre-Academy Training - 3 Recruits

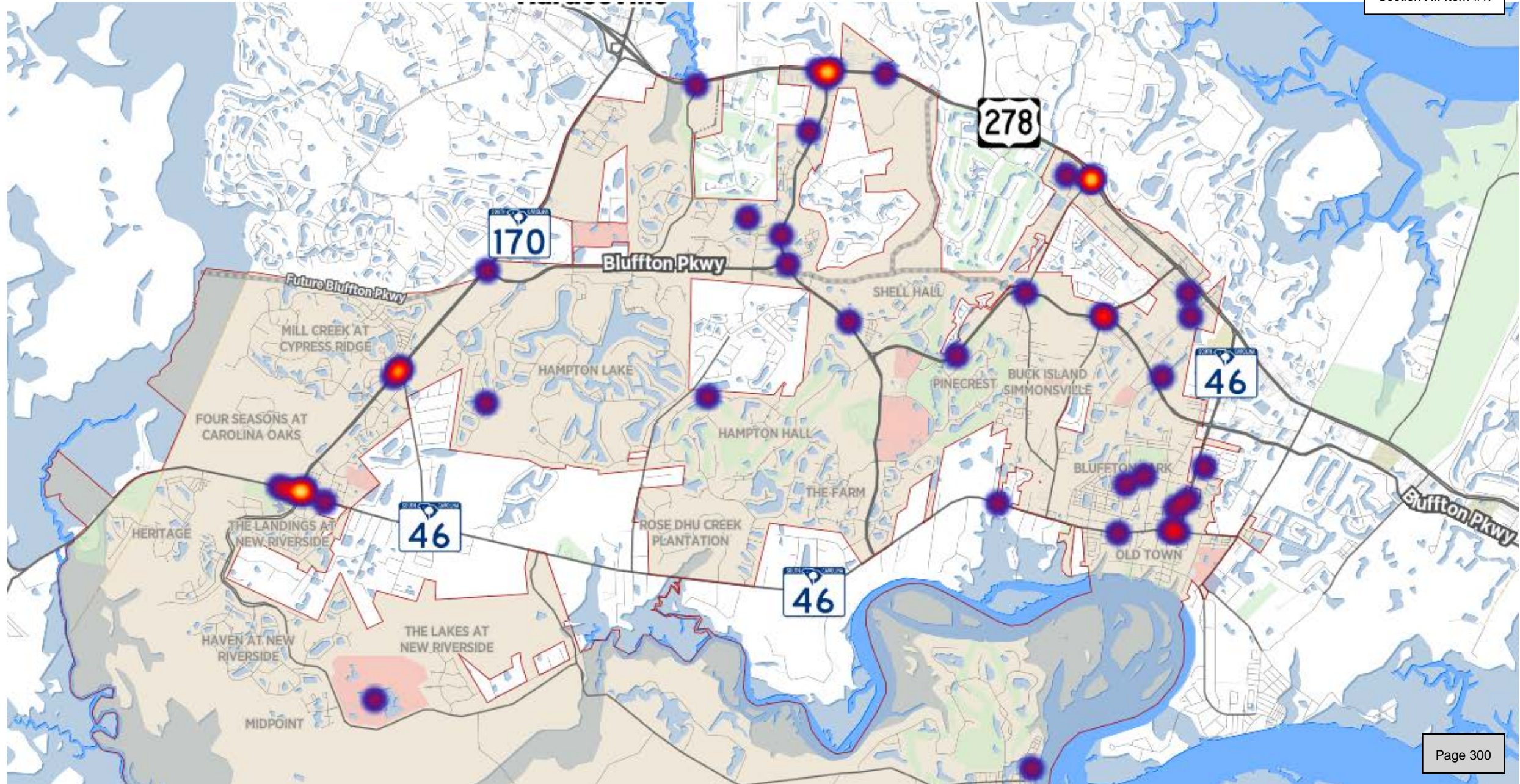
**Outside (112)**

- FBI LEEDA, CLI - 4 Officers



# COLLISIONS (53) April 1 – April 30, 2023

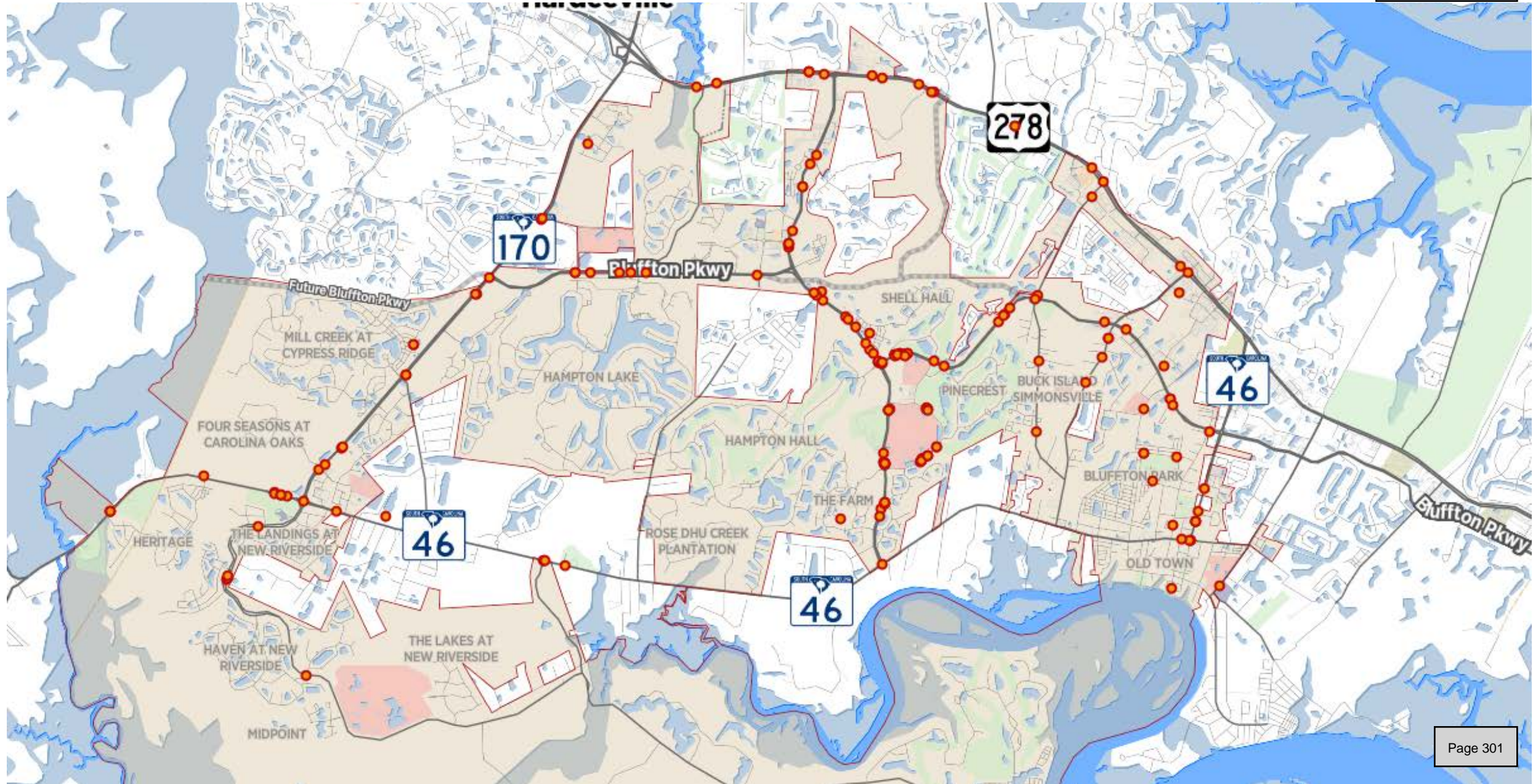
Section XI. Item #1.





# CITATIONS ISSUED (176) April 1 – April 30, 2023

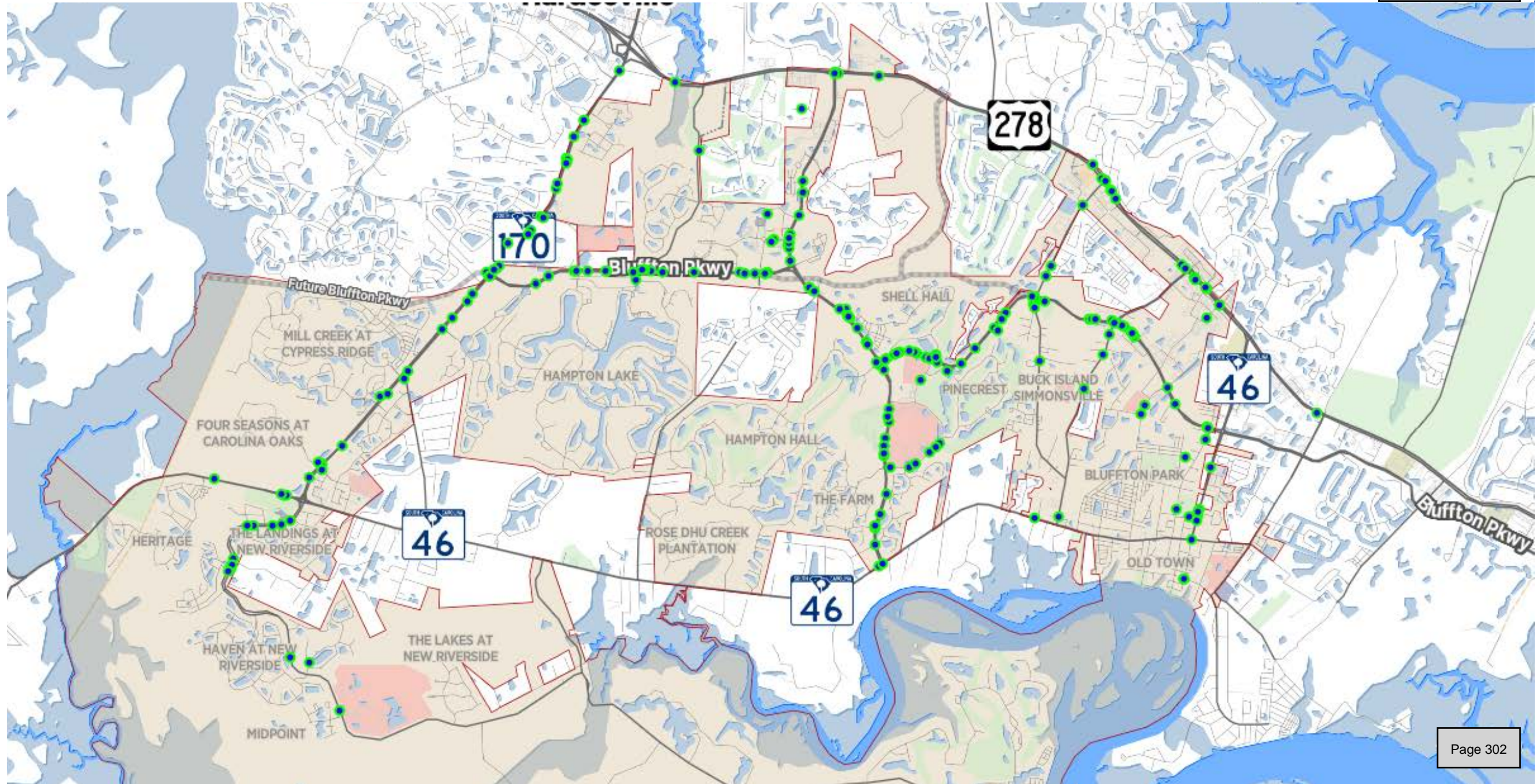
Section XI. Item #1.





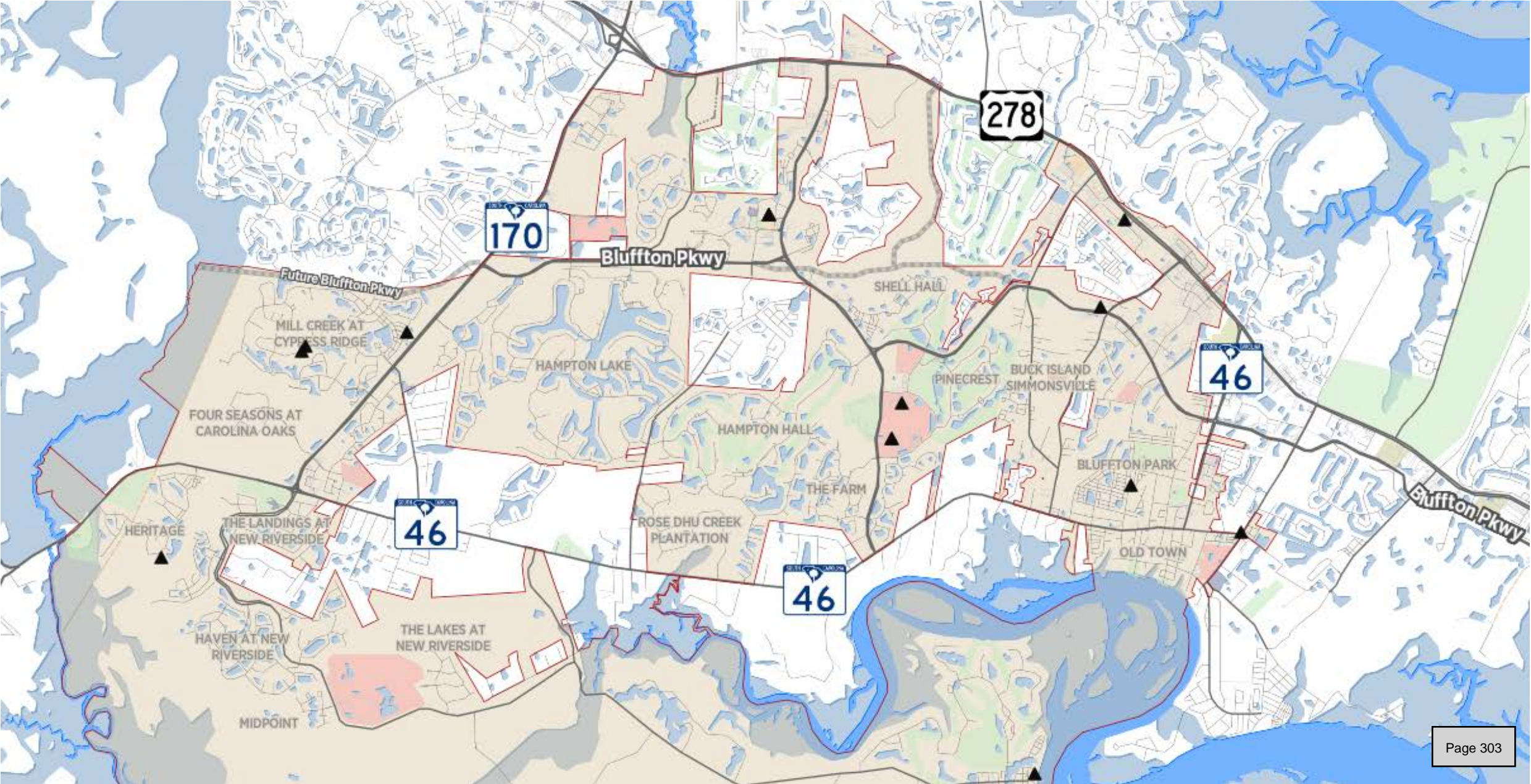
# WARNINGS ISSUED (234) April 1 – April 30, 2023

Section XI. Item #1.





**THEFT INCIDENTS (16) April 1 – April 30, 2023**

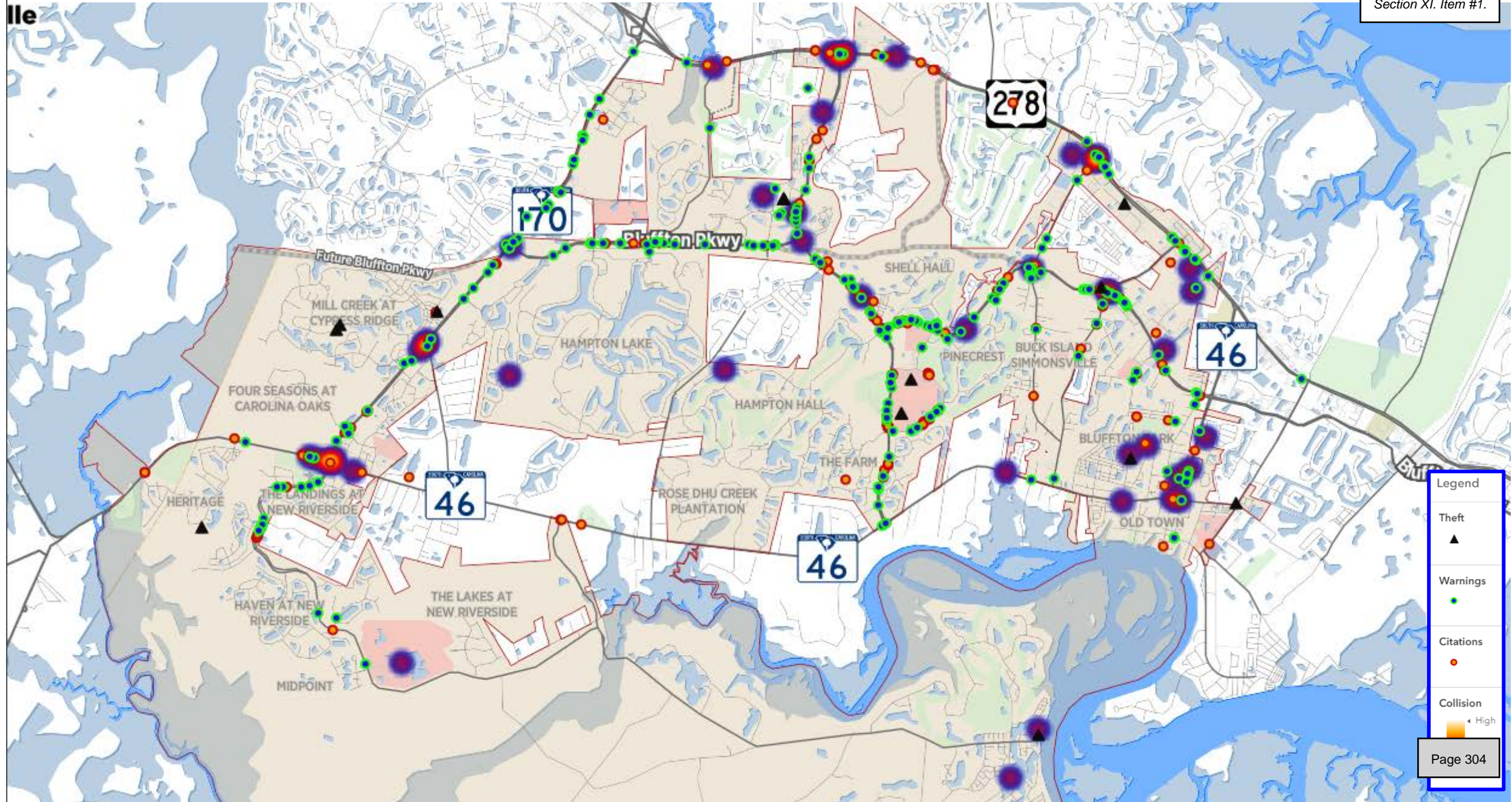




# Collisions, Citations, Warnings and Thefts

Section XI. Item #1.

lle



Legend

Theft



Warnings



Citations



Collision



Page 304

CALLS FOR SERVICE TOP 10 CALL TYPES	
Activated Alarm	165
911 Hang-Up	134
Case Follow Up	120
Disturbance	104
Accident	82
Reckless Driving	69
Assist Motorist	51
Susp Vehicle	32
Community Relations	28
Noise Complaint	27

**TOTAL CALLS FOR SERVICE: 1295**

**AVERAGE PER DAY: 43**

PRO-ACTIVE PATROLS	
Extra Patrol - Business	1529
Extra Patrol - Residence	1030
Traffic Stops	373
Traffic Enforcement	48



UNIFORM TRAFFIC CITATIONS TOP 10 VIOLATIONS	
OPERATING VEHICLE WHILE LICENSE/REGISTRATION EXPIRED	36
SPEEDING 15MPH-24MPH OVER	20
DRIVING WITHOUT A LICENSE	18
SPEEDING: 10 MPH OR LESS	16
DRIVING UNDER SUSPENSION;	10
SPEEDING 25MPH OVER THE SPEED LIMIT	8
POSS. OF 28G (1 OZ) OR LESS OF MARIJUANA	7
SPEEDING:11MPH-15MPH OVER THE SPEED LIMIT	7
DRIVING UNDER THE INFLUENCE	6
RECKLESS DRIVING	4

TOTAL CITATIONS ISSUED: 176

AVERAGE PER DAY: 6

UNIFORM TRAFFIC WARNINGS TOP 10 VIOLATIONS	
SPEEDING	54
DEFECTIVEEQUIPMENT	44
VEHICLE LICENSE VIOLATION	41
SPEEDING & MORE	14
OTHER	12
DEFECTIVE EQUIPMENT & MORE	10
DISREGARDING STOP SIGN	9
CHANGING LANE UNLAWFULLY	8
IMPROPER LANE USE	8
VEHICLE LICENSE VIOLATION & MORE	7

TOTAL WARNINGS ISSUED: 234

AVERAGE PER DAY: 8

CRIMINAL INVESTIGATIONS	
Cases Assigned	18
Incident Reports	1
Supplemental Reports	18
Cases Closed	3
Arrests Made	1
Arrest Warrants	3
Bond Court	6
Case Call Outs	2
Search Warrants	0

**Case Call Outs:**

1. 23BP16562 – Gunshot Wound
2. 23BP16973 – Gunshot Wound

**Bond Court:**

1. 23BP16474 – DV 2nd
2. 23BP16881 – DV 2nd
3. 23BP11945 - DV HAN
4. 22BP55024 – DV
5. 23BP18409 – A&B
6. 23BP18758 – A&B

**Mental Health Advocate:**

- 2 – Crisis Intervention Calls
- 0 – Mental Health Calls
- 6 – Officer Referrals
- 22 – Case Follow-Ups
- 16 – Supplemental Reports
- 18 – Ride Along Hours
- 2 – Training Hours

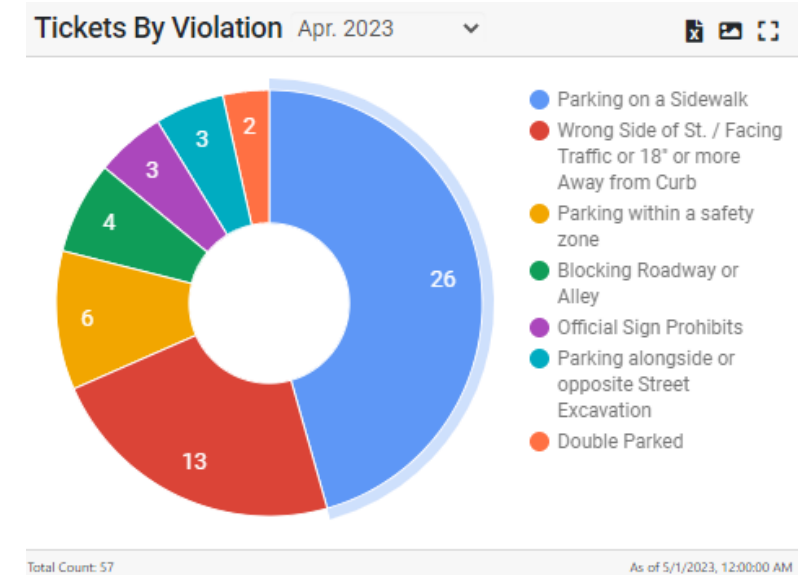
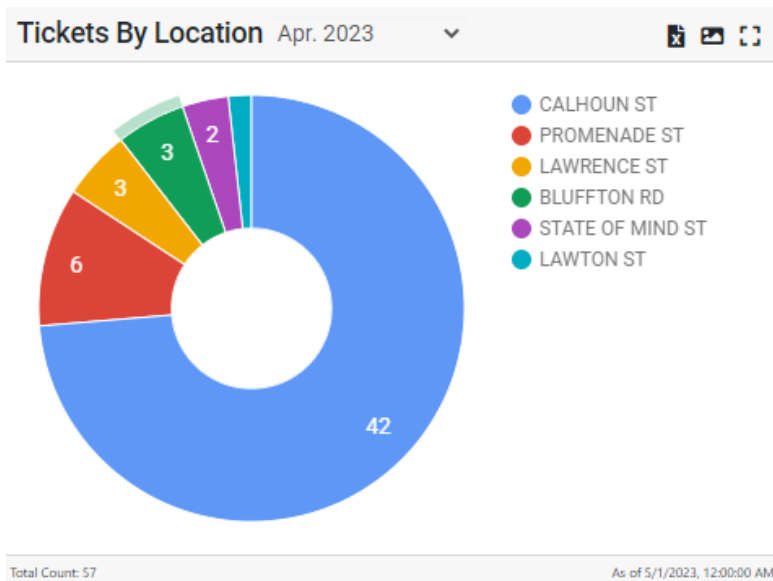
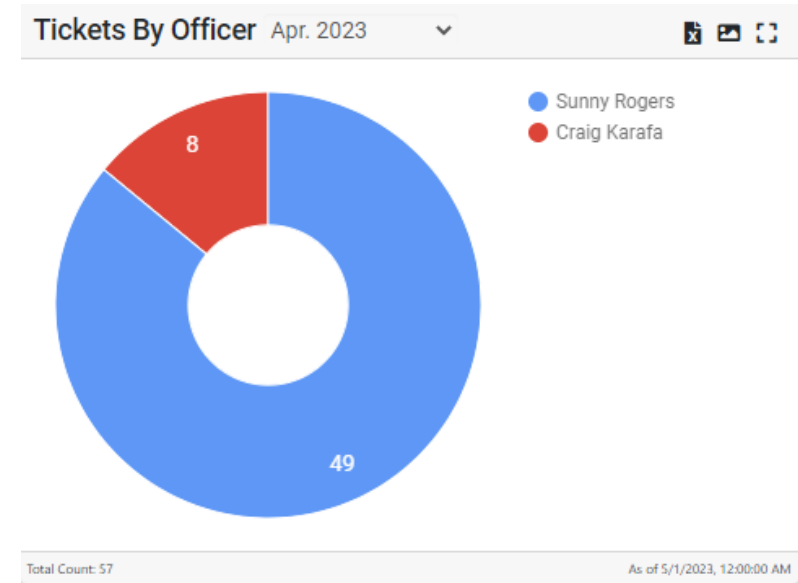
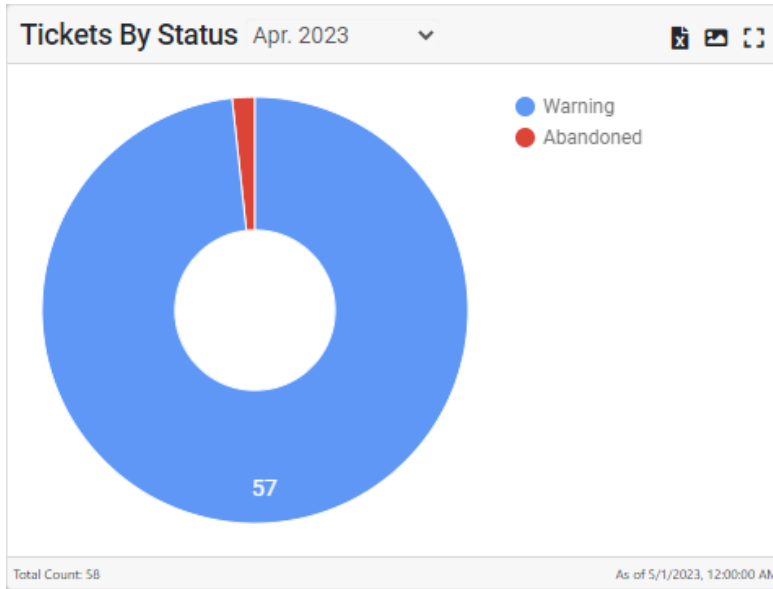
**Training:**

Acadis



# COMMUNITY SERVICE ASSISTANTS

Section XI. Item #1.



**Code Enforcement:**

William Bonhag

**Signs**

- Multiple Business advertisement signs removed from Old Town and various locations throughout Bluffton.

**Expired Business License, Notice of Violations**

- Letter(s) sent via certified and regular mail to for businesses operating with expired business license, no short-term rental permit and / or balance due on active business license. (None sent this month)

**Complaints / Property Checks / Follow-ups / Ordinance Letters**

- **Complaint via Heather Collin from Carly Bedington from Treewisemen regarding commercial operation at 241 Buck Island Rd.**
  - Letters sent compliance due by 4/21/23.
  - 4/24/23 property inspected, compliance completed, matter closed.
- **218 Buck Island Rd./ owner John Flood**
  - 4/20/23 site visit scheduled with Sgt. Karafa 4/20/23 visited site with Sgt. Karafa, location appears to be making progress with cleaning property. Legal paperwork for removal of tenants shown to Sgt. Karafa, court dates forthcoming. Continue for progress and seek town assistance.
- **Spoke with Sheryl Bergman at Bluffton Village Townhomes stating 78A Cassandra LN running a commercial business from home.**
  - **Camarena Construction LLC**
- **Complaint by Town of Bluffton with regards to 2 business license applications for AIM / Real-estate leasing office on 2<sup>nd</sup> floor at “The Bridge” 69 Calhoun St.**
  - Per Kevin 3/13 Richard met with the architect last week and explained his interpretation. We are currently writing a notice of violation (Building Safety) to send out to the business owner(s), which we’ll send to Heather first for review. Pending outcome.
  - AIM open for business w/o license. As of 4/6/23
  - Richard Spruce from building denied application until inspection.

## **Code Enforcement continued:**

- 3/15 Complaint by Rogers M. Clifford Peninsula Property Management Services, LLC 1 Mallet Way ste.103 PO Box 3798 Bluffton, this matter is regarding land clearing behind Builtmart.
  - Jordan Holloway from Growth Management is responding via email to Mr. Clifford.
  - 4/17/23 Jordan will be contacting me pending further actions to be discussed.
- 4/3/23 per email from Stephen Steese inspect Buck Island and Simmonsville for any possible commercial business activity. Spreadsheet sent to Stephen Steese prior to Town Council meeting.
- 4/4/23 Meeting conducted regarding Buck Island/ Simmonsville Rd businesses being operated w/o licensing. Displayed and reviewed all findings pertaining to commercial activity on /off Buck Island Rd.
- 4/11/23 propane gas tanks were on edge of Mi Tiretta building, eyeglass place notified Codes. Tanks moved prior to arrival. Safety matter.
- 4/11/23 Tacos to go removed flag on Bluffton Rd when asked. No permit for this flag.
- 4/12/23 216 Heritage Way, checked on Dump Truck parking between woods on half town property. Notified by Bill Baugher from Watershed, matter was handled by HOA.
- 4/14/23 notified by Chief Babkiewicz vis Stephen Steese move forward with Buck Island matters.
- 4/17,18,19 called John Lee from Southeastern and left messages.
- 4/24/23 @9:35am John Lee texted me and asked for me to contact Lisa Fort with Harris Teeter for action on removal of trailers at 98 Fording Island.
- 4/18/23 Codes noticed dumpster at Bluffton Park Crescent was overflowing with garbage and trash was being thrown all around it. Capital Waste Services was notified and picked up the next day. Clean up was performed by business owner. Property manager Miguel 843-384-1674 was contacted by Codes for assistance.
- 4/19/23 dumpster was collected by CWS.
- 4/20/23 Codes notified by Katie Peterson Town of Bluffton for removal of signs at Calhoun and Church St along with signs from Rene Boutique, ERA, B Jacks and The General Store. All complied with directions and given a copy of the UDO regarding signs.
- 4/20/23 email sent by Kristy from Business licensing for a complaint rendered by Robert Rumnsen at 12 Aspen Hall Rd regard noise from pool pump from neighbor at 10 Aspen Hall Rd. Matter is an HOA situation.
- 4/24/23 spoke with Juan from Moctezuma regarding property clean up and he is working on location presently. Explained that property is not for landscaping equipment and his business license reflects Shady Lane address.

**Code Enforcement continued:**

- 4/24/23 notified Stephen Steese and asked via email to contact Lisa Fort and advise we would remove building and place lien on property if necessary. Spoke to Lisa and she will get back to me. Indicated that they are in negotiations with a company for sale at end of year. Turns out this company is Southeastern. Harris Teeter is still the owner of this location, and it falls on them to render removal of this site due to condition.
- 4/24/23 In discussions with Lisa Fort from Harris Teeter regarding the removal of 98 Fording Island Rd building. Email exchanges are being copied to Stephen Steese, Chief Babkiewicz, Kevin Icard, Capt. Burke.
- 4/26/23 site visit scheduled for Omega Drive / Buck Island with Watershed and Building Departments along with Sgt. Karafa



<b>8<sup>th</sup> Grade Cook Out Setup</b>	<b>Mayfest Meeting</b>
<b>Assist with Major Collision Scene</b>	<b>Prom Promise</b>
<b>Assist with OneBlood - Blood Drive</b>	<b>Promotion Ceremony</b>
<b>Assist with Reunification Meeting for Cardiac Arrest survivor.</b>	<b>Provided Security for Court on Tuesdays.</b>
<b>Assist with setup for Local Hero Story Time</b>	<b>Saint Gregory The Great Presentation</b>
<b>Body Cam Training</b>	<b>Set Up Cook Out with Cops (Baynard Park/Seagrass Station)</b>
<b>Buck Island/Simmons ville Meeting</b>	<b>Set Up Event with Boys/Girls Club</b>
<b>Earth Day Clean Up</b>	<b>Set Up M.C. Riley ECC Moving Up Ceremony</b>
<b>Easter Event at Veterans Park</b>	<b>Site Visit with Code Enforcement (Omega Drive/218 Buck Island Road)</b>
<b>Encompass Health Meeting</b>	<b>Special Olympics</b>
<b>Entrepreneur Day 4 Kids</b>	<b>Speed Trailer Setup (H.E. McCracken Circle)</b>
<b>Hampton Lakes Car Show</b>	<b>TOB Movie Night</b>
<b>I Latina Event Meeting</b>	<b>Town Hall Walk Throughs</b>
<b>Martyr's Day Luncheon</b>	<b>Upcoming Trial Preparation</b>
<b>May Special Events Meeting</b>	

CONCERNS VOICED BY THE COMMUNITY: (CALEA 45.2.2a)
218 Buck Island Road – Property Issue
241 Buck Island Road – Illegal Business
H.E. McCracken Circle - Speeding Complaint
Old Town – Parking Complaints
Omega Drive Site

ALPR STATS FOR THE MONTH OF APRIL	
Total arrests as a result from an ALPR hit traffic stop.	0
Total citations issued as a result from an ALPR hit traffic stop.	0
Total stolen autos recovered.	0
Total stolen license plates recovered.	0
Total suspended tags recovered.	0

**Downtown Traffic Stats:**

Tickets: 9

Warnings: 0

Truck Route: 0

Parking Tickets: 0

Parking Warnings: 57

**Traffic Officers:**

Cpl. Dickson

Tickets: 39

Warnings: 8

Collision Reports: 1

Incident Reports: 0

Ofc. Harden

Tickets: 24

Warnings: 22

Collision Reports: 0

Incident Reports: 0



# 43 KEY SECONDS

TAKE 43 SECONDS TO COMPLETE THE  
SAFE DRIVING CHECKLIST:

## ✓ CLEAR HEAD

ENSURE YOU HAVE A CLEAR HEAD—ONE THAT IS NOT AFFECTED BY ALCOHOL, DRUGS OR EMOTIONS.

## ✓ CLEAR HANDS

HAVE CLEAR HANDS—SEND A TEXT, ADJUST THE RADIO AND PUT ALL DEVICES AWAY SO YOU CAN DRIVE HANDS-FREE.

## ✓ CLEAR EYES

SET YOUR SIGHTS ON THE ROAD AHEAD. DO NOT LOOK TO THE SIDE AT A PASSENGER OR DOWN AT A TEXT.

## ✓ CLICK IT

FINALLY, CLICK YOUR SEATBELT. IT'S THE LAW AND COULD SAVE YOUR LIFE!

## ✓ NOW, TURN YOUR KEY.

- Mar 31<sup>st</sup> – Church of the Cross Presentation  
*(was not included in last months report)*

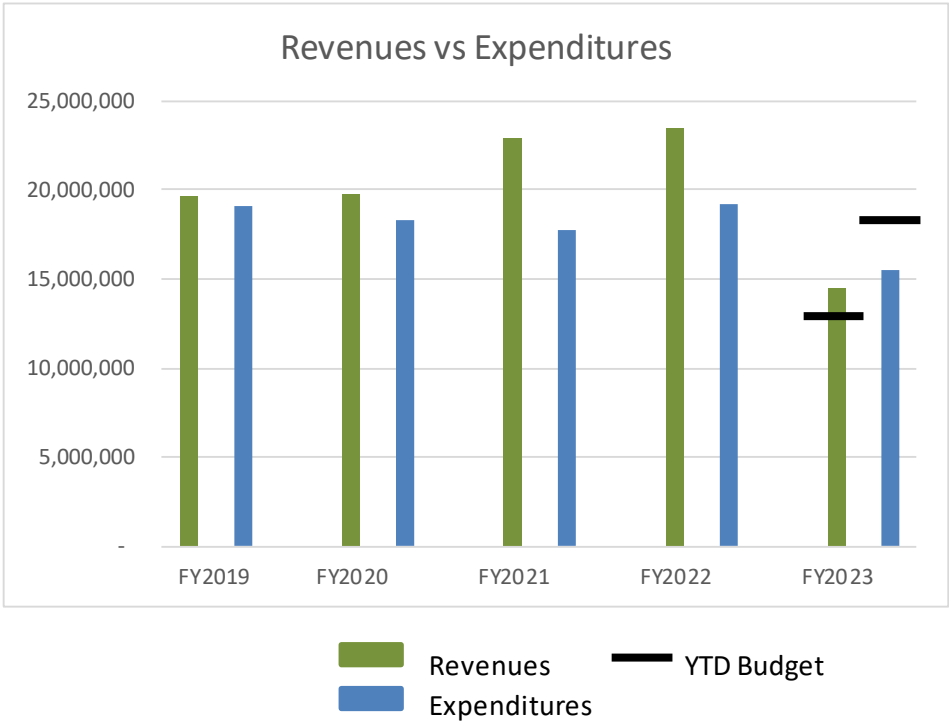
TOWN COUNCIL  
STAFF REPORT  
Finance & Administration Department



MEETING DATE:	May 9, 2023
PROJECT:	Consent Agenda: Year-to-date Financial Report
PROJECT MANAGER:	Chris Forster, MPA, CPFO, CGFM, Assistant Town Manager of Finance & Administration

**General Fund Financial Overview:**

The chart below shows the revenue collections and expenditures trend for the last four full years and FY2023 year-to-date (YTD) through March 2023. Revenues have been higher than expenditures the last four full years.



FY2023 YTD through March shows General Fund revenues above the budgeted amount in all line items except for franchise fees, building permits, grants and entitlements, service revenues, fines and fees, and transfers in. YTD March expenditures are tracking below the budgeted amounts except for departments (Municipal Judges and Building Safety) an additional judge contract and a large capital purchase paid this month in Building Safety.

**FY23 General Fund Financial Overview**

Revenues		Expenditures
\$14,487k	YTD	\$15,505k
107.7%	% of Budget	83.7%
\$13,446k	YTD Budget	\$18,519k

**ATTACHMENTS:**

1. General Fund
2. Stormwater Fund
3. Capital Improvement Program Fund
4. Debt Service Fund
5. Special Revenue Funds
6. Business License Statistics
7. Grant Index



Town of Bluffton  
Actual Versus Budget  
General Fund

Section XI. Item #1.

	Month of March 2023					Year-to-Date thru March 31, 2023				
	FY 2022	FY 2023	More/(Less)	Budget	Over / (Under)	FY 2022	FY 2023	More/(Less)	Budget	Over / (Under)
<b>Revenues</b>										
Property Taxes	\$ 513,034	\$ 125,292	\$ (387,742)	\$ 494,610	\$ (369,318)	\$ 7,587,147	\$ 8,520,901	\$ 933,754	\$ 7,314,225	\$ 1,206,676
Licenses & Permits										
Business Licenses	349,576	510,548	160,972	325,682	184,866	1,149,056	1,237,769	88,713	1,044,293	193,476
MASC Telecommunications	51,925	55,782	3,857	52,313	3,469	51,929	56,096	4,167	52,317	3,779
MASC Insurance Tax Collection	-	-	-	-	-	8	41,820	41,812	7	41,813
Franchise Fees	52,753	106,776	54,023	55,372	51,404	962,659	1,000,217	37,558	1,010,453	(10,236)
Building Safety Permits	279,825	191,619	(88,206)	234,076	(42,457)	2,984,337	1,987,097	(997,240)	2,265,489	(278,392)
Application Fees	7,905	4,370	(3,535)	6,029	(1,659)	53,195	40,660	(12,535)	40,570	90
Administrative Fees	44,000	-	(44,000)	44,000	(44,000)	44,000	-	(44,000)	44,000	(44,000)
Total Licenses & Permits	785,983	869,095	83,112	717,472	151,623	5,245,184	4,363,658	(881,526)	4,457,129	(93,471)
Grants and Entitlements	86,616	-	(86,616)	127,474	(127,474)	482,987	328,299	(154,688)	571,574	(243,275)
Intergovernmental	-	193,516	193,516	-	193,516	-	293,516	293,516	-	293,516
Service Revenues	89,032	33,602	(55,430)	86,758	(53,156)	773,823	456,201	(317,622)	720,751	(264,550)
Fines & Fees	9,511	12,750	3,239	10,704	2,046	73,770	80,342	6,572	81,376	(1,034)
Interest Income	3,060	24,698	21,638	2,407	22,291	20,335	140,950	120,615	15,996	124,954
Miscellaneous Revenues	10,151	4,875	(5,276)	4,275	600	173,161	169,964	(3,197)	95,168	74,796
Total Revenues	1,497,386	1,263,828	(233,559)	1,443,700	(179,872)	14,356,407	14,353,831	(2,576)	13,256,219	1,097,612
Other Financing Sources	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	-	-	167,977	133,301	(34,676)	190,239	(56,938)
Total Other Financing Sources & Transfers In	-	-	-	-	-	167,977	133,301	(34,676)	190,239	(56,938)
Total Revenues and Other Financing Sources	\$ 1,497,386	\$ 1,263,828	\$ (233,559)	\$ 1,443,700	\$ (179,872)	\$ 14,524,384	\$ 14,487,132	\$ (37,252)	\$ 13,446,458	\$ 1,040,674
<b>Expenditures</b>										
Town Council	\$ 10,790	\$ 9,713	\$ (1,076)	\$ 15,882	\$ (6,169)	\$ 85,473	\$ 92,371	\$ 6,899	\$ 125,814	\$ (33,443)
Executive	47,794	130,996	83,203	120,344	10,652	377,155	927,458	550,302	949,676	(22,218)
Economic Development	34,338	40,210	5,872	89,817	(49,607)	237,786	257,817	20,031	621,962	(364,145)
Human Resources	37,211	55,270	18,058	45,836	9,434	369,098	338,014	(31,084)	454,648	(116,634)
Communications and Community Outreach	24,312	38,235	13,922	43,178	(4,943)	227,308	314,636	87,328	403,695	(89,059)
Police	661,646	772,497	110,851	865,647	(93,150)	4,884,402	5,638,170	753,768	6,368,928	(730,758)
Municipal Judges	3,114	10,071	6,957	3,473	6,598	26,790	43,849	17,058	29,884	13,965
Municipal Court	39,376	39,503	127	45,689	(6,186)	302,046	326,483	24,437	350,474	(23,991)
Finance	186,525	103,227	(83,298)	179,053	(75,826)	815,210	607,603	(207,607)	782,554	(174,951)
Information Technology	102,449	132,929	30,480	139,251	(6,322)	1,051,250	1,316,697	265,447	1,428,882	(112,185)
Customer Service	23,658	25,147	1,489	28,131	(2,984)	164,473	165,104	632	195,566	(30,462)
Planning & Community Development	125,539	128,797	3,258	126,183	2,614	1,041,899	903,156	(138,743)	1,047,245	(144,089)
Building Safety	76,358	186,184	109,826	102,516	83,668	487,921	665,847	177,926	655,071	10,776
Project Management	82,905	95,117	12,212	96,053	(936)	611,159	635,179	24,020	708,080	(72,901)
Public Works	162,638	188,552	25,915	201,036	(12,484)	1,235,512	1,519,599	284,087	1,527,211	(7,612)
Town Wide	367,624	148,546	(219,078)	453,641	(305,095)	1,913,209	1,753,299	(159,910)	2,360,866	(607,567)
Total Expenditures	1,986,276	2,104,994	118,718	2,555,730	(450,736)	13,830,691	15,505,282	1,674,592	18,010,556	(2,505,274)
Other Financing Uses										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	148,307	-	(148,307)	508,286	(508,286)
Total Transfers	-	-	-	-	-	148,307	-	(148,307)	508,286	(508,286)
Total Expenditures and Other Financing Uses	\$ 1,986,276	\$ 2,104,994	\$ 118,718	\$ 2,555,730	\$ (450,736)	\$ 13,978,998	\$ 15,505,282	\$ 1,526,285	\$ 18,518,842	\$





**Town of Bluffton  
Actual Versus Budget  
Stormwater Fund**

Section XI. Item #1.

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	Month of March 2023					Year-to-Date thru March 31, 2023				
	FY 2022	FY 2023	More/(Less)	Budget	Over / (Under)	FY 2022	FY 2023	More/(Less)	Budget	Over / (Under)
<b>Revenues</b>										
<b>Stormwater Utility Fee</b>	\$ 73,344	\$ 28,154	\$ (45,190)	\$ 77,584	\$ (49,430)	\$ 1,865,679	\$ 2,008,044	\$ 142,365	\$ 1,973,556	\$ 34,488
<b>Licenses &amp; Permits</b>										
NPDES Plan Review Fee	4,950	7,850	2,900	14,793	(6,943)	101,837	75,350	(26,487)	304,335	(228,985)
NPDES Inspection Fee	42,500	22,800	(19,700)	-	22,800	411,725	294,775	(116,950)	-	294,775
Total Licenses & Permits	47,450	30,650	(16,800)	14,793	15,857	513,562	370,125	(143,437)	304,335	65,790
<b>Total Revenues</b>	120,794	58,804	(61,990)	92,377	(33,573)	2,379,241	2,378,169	(1,072)	2,277,891	100,278
<b>Total Revenues and Other Financing Sources</b>	\$ 120,794	\$ 58,804	\$ (61,990)	\$ 92,377	\$ (33,573)	\$ 2,379,241	\$ 2,378,169	\$ (1,072)	\$ 2,277,891	\$ 100,278
<b>Expenditures</b>										
Watershed Management	\$ 60,260	\$ 83,421	\$ 23,161	\$ 93,138	\$ (9,717)	\$ 547,889	\$ 950,166	\$ 402,277	\$ 846,818	\$ 103,348
<b>Total Expenditures</b>	60,260	83,421	23,161	93,138	(9,717)	547,889	950,166	402,277	846,818	103,348
<b>Other Financing Uses</b>										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	4,807	-	(4,807)	721,443	(721,443)
Transfers Out to General Fund	-	-	-	-	-	-	-	-	-	-
Transfer Out to Debt Service	-	-	-	-	-	76,650	73,150	(3,500)	73,150	-
Contribution to Fund Balance	-	-	-	-	-	-	-	-	-	-
<b>Total Transfers</b>	-	-	-	-	-	81,457	73,150	(8,307)	794,593	(721,443)
<b>Total Expenditures and Other Financing Uses</b>	\$ 60,260	\$ 83,421	\$ 23,161	\$ 93,138	\$ (9,717)	\$ 629,346	\$ 1,023,316	\$ 393,970	\$ 1,641,411	\$ (618,095)



**Town of Bluffton**  
**Budget and Actual - Capital Improvement Program Fund**  
**For Period Ending March 31, 2023**

	YTD Actual	Adopted Budget	Budget Amendments and Transfers	Revised Budget	Actual vs Budget Difference	Actual as % of Budget
<b>Stormwater and Sewer</b>						
Buck Island Sewer Phase 5	\$ 15,359	\$ 219,690	\$ 1,749,420	\$ 1,969,110	\$ 1,953,751	0.8%
Sewer Connections Policy	2,000	510,034	275,742	785,776	783,776	0.3%
Historic District Sewer Extension Phase 2	5,425	332,390	475,424	807,814	802,389	0.7%
Historic District Sewer Extension Phase 3	3,074	188,073	15,622	203,695	200,622	1.5%
Historic District Sewer Extension Phase 4	312	130,883	6,492	137,375	137,063	0.2%
Historic District Sewer Extension Phase 5	261	148,993	5,128	154,121	153,860	0.2%
Historic District Sewer Extension Phase 6	685	280,290	11,807	292,097	291,412	0.2%
Bridge Street Streetscape	535,241	1,607,671	357,173	1,964,844	1,429,603	27.2%
Comprehensive Drainage Plan Improvements	136,277	244,900	76,093	320,993	184,716	42.5%
Buck Island Road Drainage Improvements	10,299	93,900	135,900	229,800	219,501	4.5%
Stoney Crest Campground/Old Palmetto Bluff Rd	-	341,658	10,000	351,658	351,658	0.0%
May River Action Plan Impervious Restoration/Water Quality Project	38,342	214,600	-	214,600	176,258	17.9%
Pritchard Street Drainage Improvements	63,315	236,200	-	236,200	172,885	0.0%
<b>Total Stormwater and Sewer</b>	<b>810,590</b>	<b>4,549,282</b>	<b>3,118,801</b>	<b>7,668,083</b>	<b>6,857,493</b>	<b>10.6%</b>
<b>Roads</b>						
Calhoun Street Streetscape	34,864	248,158	215,523	463,681	428,817	7.5%
Historic District Streetscape and Drainage Improvements	166,679	348,066	233,642	581,708	415,029	0.0%
BIS Neighborhood Sidewalks & Lighting	78,101	485,377	87,300	572,677	494,576	13.6%
Goethe-Shultz Neighborhood Sidewalks & Lighting	242,979	-	561,571	561,571	318,592	43.3%
Wharf Street Lighting	-	51,310	9,000	60,310	60,310	0.0%
Boundary Street Lighting	-	-	44,403	44,403	44,403	0.0%
Ghost Roads	2,410	20,000	13,178	33,178	30,768	7.3%
Boundary Street Streetscape	38,143	1,736,075	(1,539,814)	196,261	158,118	19.4%
<b>Total Roads</b>	<b>563,177</b>	<b>2,888,986</b>	<b>(375,197)</b>	<b>2,513,789</b>	<b>1,950,612</b>	<b>22.4%</b>
<b>Facilities</b>						
Watershed Management Facility	-	25,000	10,243	35,243	35,243	0.0%
Squire Pope Carriage House	228,223	1,448,138	470,284	1,918,422	1,690,199	11.9%
Law Enforcement Center Facility Improvements	43,279	195,500	120,271	315,771	272,492	13.7%
Public Works Facility Improvements	8,719	-	16,506	16,506	7,787	52.8%
Rotary Community Center Facility Improvements	35,697	-	35,986	35,986	289	99.2%
Garvin-Garvey House Interpretive Signage	32,390	7,523	24,867	32,390	0	100.0%
Town Hall Improvements	164	-	314,684	314,684	314,520	0.1%
Ulmer Auditorium Improvements	-	118,217	-	118,217	118,217	0.0%
Sarah Riley Hooks Cottage	7,883	45,680	-	45,680	37,798	17.3%
<b>Total Facilities</b>	<b>356,355</b>	<b>1,840,058</b>	<b>992,841</b>	<b>2,832,899</b>	<b>2,476,544</b>	<b>12.6%</b>
<b>Land</b>						
Land Acquisition	1,209,655	4,704,319	(1,444)	4,702,875	3,493,220	25.7%
<b>Total Land</b>	<b>1,209,655</b>	<b>4,704,319</b>	<b>(1,444)</b>	<b>4,702,875</b>	<b>3,493,220</b>	<b>25.7%</b>
<b>Housing</b>						
Affordable Housing Project	-	1,708,672	-	1,708,672	1,708,672	0.0%
<b>Total Housing</b>	<b>-</b>	<b>1,708,672</b>	<b>-</b>	<b>1,708,672</b>	<b>1,708,672</b>	<b>0.0%</b>
<b>Economic Development</b>						
Buckwalter Place Multi-County Commerce Park Phase 2	1,742	78,500	3,408,779	3,487,279	3,485,537	0.0%
<b>Total Economic Development</b>	<b>1,742</b>	<b>78,500</b>	<b>3,408,779</b>	<b>3,487,279</b>	<b>3,485,537</b>	<b>0.0%</b>
<b>Parks</b>						
Oyster Factory Park	9,353	727,900	205,272	933,172	923,819	1.0%
Wright Family Park	7,397	-	23,629	23,629	16,232	31.3%
Oscar Frazier Park	14,556	247,500	3,018	250,518	235,962	5.8%
May River Pocket Park	82,171	31,850	90,415	122,265	40,094	67.2%
New Riverside Park/Barn Site	210,039	3,872,112	621,544	4,493,656	4,283,617	4.7%
Park Improvements	18,629	65,000	119,588	184,588	165,959	10.1%
New River Trail	20,220	114,558	9,612	124,170	103,950	16.3%
<b>Total Parks</b>	<b>362,365</b>	<b>5,058,920</b>	<b>1,073,078</b>	<b>6,131,998</b>	<b>5,769,633</b>	<b>5.9%</b>
<b>Information Technology Infrastructure</b>						
Community Safety Cameras Phase 6	56,834	68,500	(10,054)	58,446	1,612	97.2%
Network Improvements	160,990	195,000	53,461	248,461	87,471	64.8%
Document Management - Phase 2	88,685	100,000	(43,951)	56,049	(32,636)	158.2%
<b>Total Parks</b>	<b>306,509</b>	<b>363,500</b>	<b>(544)</b>	<b>362,956</b>	<b>56,447</b>	<b>84.4%</b>
<b>Total CIP Expenditures</b>	<b>\$ 3,610,393</b>	<b>\$ 21,192,237</b>	<b>\$ 8,216,314</b>	<b>\$ 29,408,551</b>	<b>\$ 25,798,158</b>	<b>12.3%</b>



**Town of Bluffton  
Actual Versus Budget  
Debt Service Fund**

Section XI. Item #1.

	Month of March 2023					Year-to-Date thru March 31, 2023				
	FY 2022	FY 2023	More/(Less)	Budget	Over / (Under)	FY 2022	FY 2023	More/(Less)	Budget	Over / (Under)
<b>Revenues</b>										
<b>Property Taxes</b>										
Real & Personal Property Tax (TIF)	\$ 46,571	\$ 14,153	\$ (32,418)	\$ 45,093	\$ (30,940)	\$ 2,978,452	\$ 3,473,885	\$ 495,433	\$ 2,883,950	\$ 589,935
GO Bond Debt Service Property Tax	23,700	5,788	(17,912)	-	5,788	350,406	393,614	43,208	-	393,614
Total Property Tax	70,271	19,941	(50,330)	45,093	(25,152)	3,328,858	3,867,498	538,641	2,883,950	983,548
<b>Licenses &amp; Permits</b>										
Municipal Improvement District Fee	4,751	1,723	(3,028)	4,840	(3,117)	341,560	354,500	12,940	347,973	6,527
<b>Interest Income</b>	8,387	12,193	3,806	426	11,767	8,387	66,755	58,368	2,978	63,776
<b>Miscellaneous Revenues</b>	-	-	-	-	-	-	-	-	-	-
<b>Total Revenues</b>	<u>83,409</u>	<u>33,857</u>	<u>(49,552)</u>	<u>50,359</u>	<u>(16,503)</u>	<u>3,678,805</u>	<u>4,288,753</u>	<u>609,949</u>	<u>3,234,901</u>	<u>1,053,852</u>
<b>Other Financing Sources</b>	-	-	-	-	-	-	-	-	-	-
Transfers In	-	-	-	296,300	(296,300)	76,650	73,150	(3,500)	296,300	(223,150)
<b>Total Other Financing Sources &amp; Transfers In</b>	-	-	-	296,300	(296,300)	76,650	73,150	(3,500)	296,300	(223,150)
<b>Total Revenues and Other Financing Sources</b>	<u>\$ 83,409</u>	<u>\$ 33,857</u>	<u>\$ (49,552)</u>	<u>\$ 346,659</u>	<u>\$ (312,803)</u>	<u>\$ 3,755,455</u>	<u>\$ 4,361,903</u>	<u>\$ 606,449</u>	<u>\$ 3,531,201</u>	<u>\$ 830,702</u>
<b>Expenditures</b>										
<b>Series 2014 TIF Bonds Debt Service</b>										
Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 829,620	\$ 851,304	\$ 21,684	\$ 851,304	\$ -
Interest	-	-	-	-	-	56,382	45,680	(10,702)	44,403	1,276
<b>Series 2022 TIF Bonds Debt Service</b>										
Principal	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Interest	-	-	-	-	-	-	-	-	-	-
<b>Series 2020 GO Bonds Debt Service</b>										
Principal	-	-	-	-	-	220,000	230,000	10,000	230,000	-
Interest	-	-	-	-	-	156,800	145,800	(11,000)	145,800	-
<b>Series 2020A GO Bonds Debt Service</b>										
Principal	-	-	-	-	-	-	-	-	-	-
Interest	-	-	-	-	-	76,650	73,150	(3,500)	73,150	-
<b>Miscellaneous</b>	-	-	-	-	-	-	-	-	-	-
<b>Total Expenditures</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,339,452</u>	<u>1,345,934</u>	<u>6,482</u>	<u>1,344,657</u>	<u>1,276</u>
<b>Other Financing Uses</b>										
Transfers Out to Capital Improvements Program Fund	-	-	-	-	-	298,785	-	(298,785)	-	-
<b>Total Transfers</b>	-	-	-	-	-	298,785	-	(298,785)	-	-
<b>Total Expenditures and Other Financing Uses</b>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ -</u>	<u>\$ 1,638,237</u>	<u>\$ 1,345,934</u>	<u>\$ (292,303)</u>	<u>\$ 1,344,657</u>	<u>\$ 1,276</u>



**Town of Bluffton**  
**Special Revenue Accounts**  
**For Period Ending March 31, 2023**

Section XI. Item #1.

	FY2023														Original Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	
Revenues															
State Accommodations Tax	400	468	509	256,141	783	897	229,281	12,490	1,155					502,124	1,175,700
Local Accommodations Tax	614	173,603	126,868	137,517	152,941	158,074	114,639	63,354	83,215					1,010,825	1,577,800
Hospitality Tax	4,685	255,181	281,079	312,591	335,754	364,391	291,337	235,565	310,100					2,390,683	2,730,300
Total Revenues	5,699	429,252	408,456	706,249	489,478	523,362	635,256	311,410	394,470	-	-	-	-	3,903,632	5,483,800

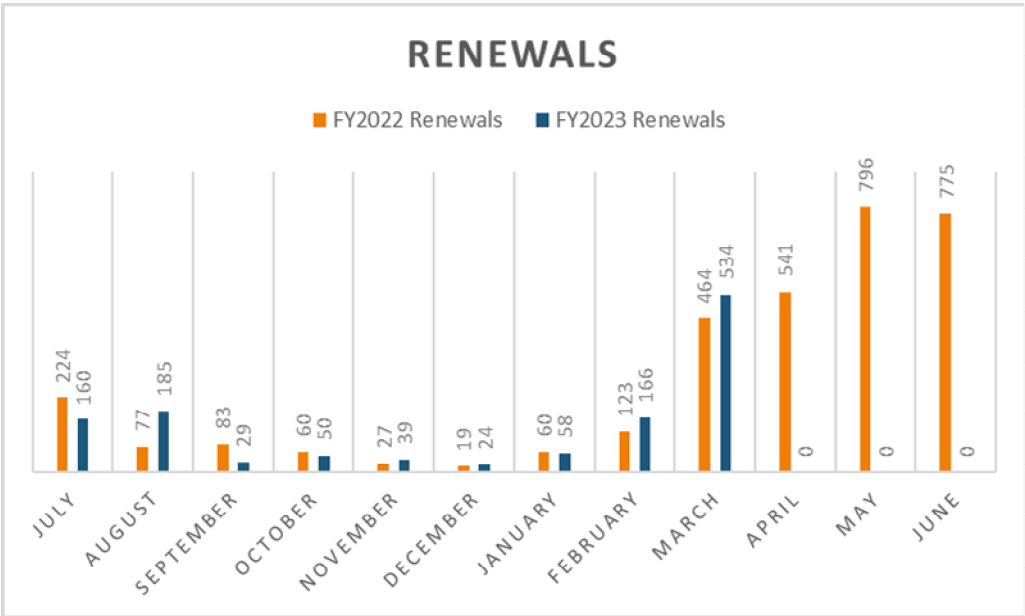
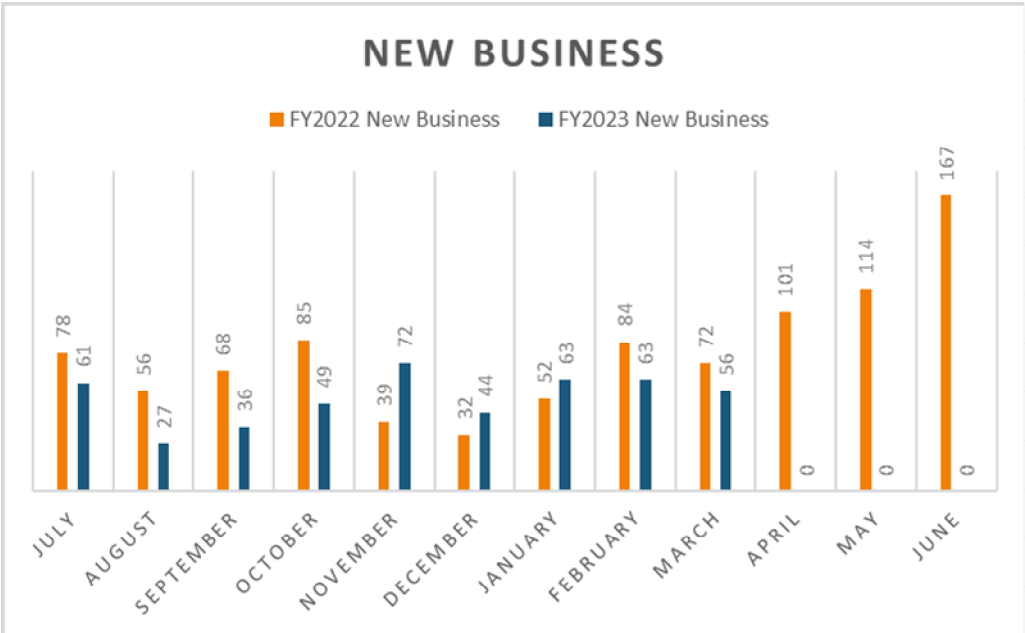
	FY2022														Revised Estimate
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD	
Revenues															
State Accommodations Tax	148	127	123	172	314,857	186	180	244,618	177	187	176,150	275	517,449	1,254,647	1,141,213
Local Accommodations Tax	151,486	212,739	174,685	133,672	168,080	165,909	158,032	62,578	101,144	206,781	68,226	352,969	188,273	2,144,573	1,531,570
Hospitality Tax	482	190,936	240,414	272,654	258,833	287,306	234,550	251,774	273,700	261,664	241,358	434,950	340,177	3,288,798	2,650,625
Vehicle Tag Fee*	54	62	60	10,315	4,950	2,475	1,268	1,829	1,729	1,078	1,353	1,005	2,802	28,980	-
Total Revenues	152,170	403,864	415,282	416,813	746,720	455,876	394,030	560,799	376,750	469,709	487,086	789,199	1,048,701	6,716,998	5,323,408

	FY2023 VS FY2022 (more / (less))													
	JUL	AUG	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	Period 13	YTD
Revenues														
State Accommodations Tax	252	341	386	255,969	(314,074)	711	229,101	(232,128)	978					(58,464)
Local Accommodations Tax	(150,872)	(39,136)	(47,817)	3,845	(15,139)	(7,835)	(43,393)	777	(17,929)					(317,500)
Hospitality Tax	4,203	64,245	40,665	39,937	76,921	77,085	56,787	(16,209)	36,400					380,034
Vehicle Tag Fee*	(54)	(62)												(116)
Total Revenues	(146,471)	25,388	(6,766)	299,751	(252,292)	69,961	242,495	(247,560)	19,449	-	-	-	-	3,955

\* Vehicle Tag Fee billing ended in July, 2021

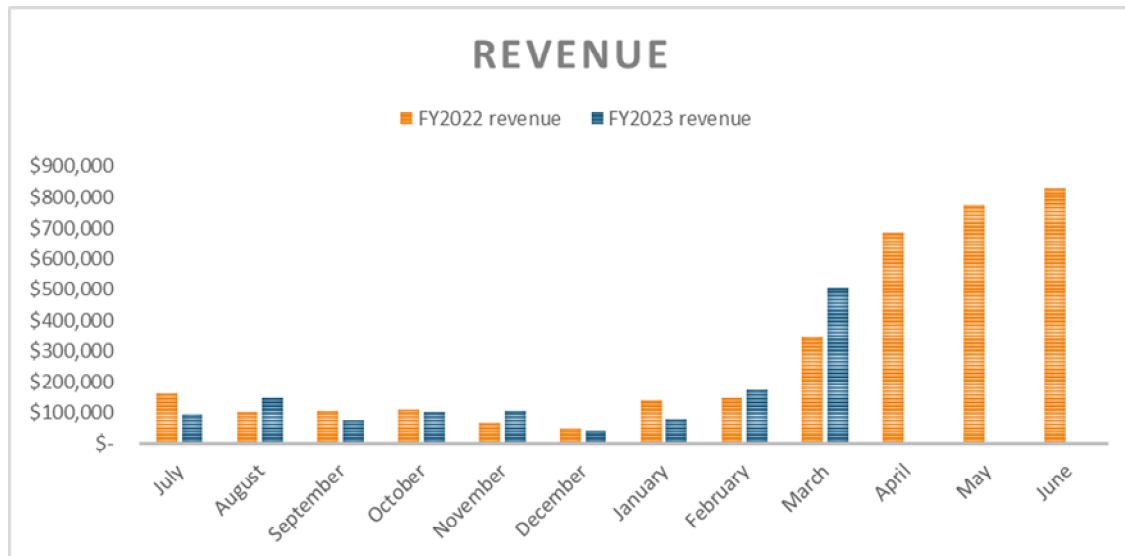
Business License Statistics:

Business License applications for FY2023 through March total 1,716 (471 new business and 1,245 renewals) compared to FY2022’s total of 1,703 (566 new business and 1,137 renewals).





Business license renewals reflect an increase of 15% and revenue collections show an increase of 47% for the month of March when comparing to last year. The increase in renewals is in part due to the renewal packets being mailed to businesses. Business license revenue through permits for March is \$36,929.22, which is a decrease of 38% or \$22,479.02 when comparing to last year.



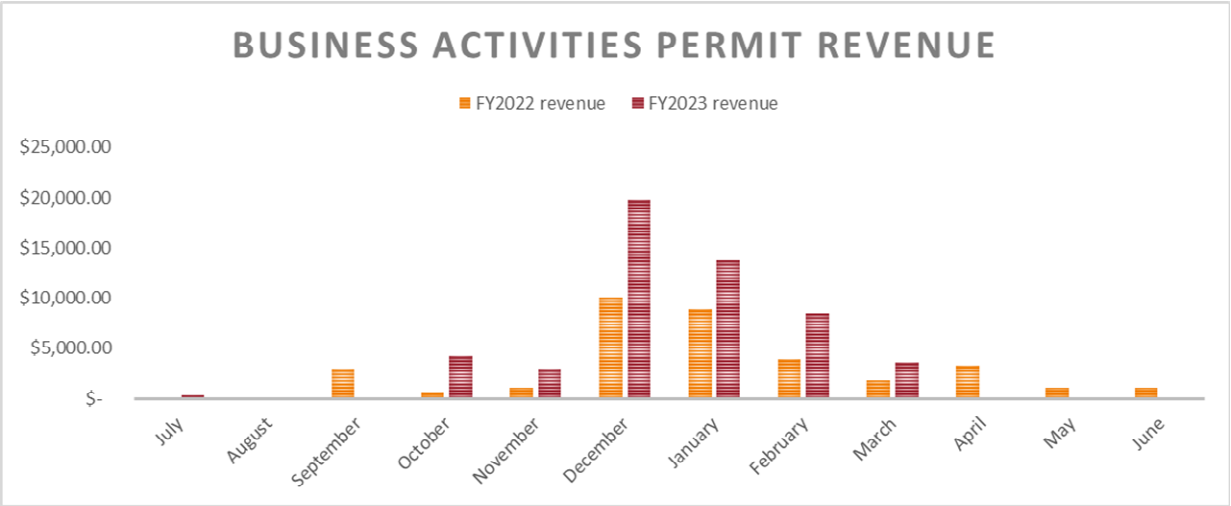
The amended ordinance that went into effect January 1<sup>st</sup>, 2019 included additional incentives for new businesses and businesses with multiple locations within the Town. For the 2023 business license renewals through February, one (1) business has qualified for the Town's incentives for a total revenue reduction of \$25,130.07.

Incentive	Number of Businesses	Gross Income Deducted	Total Incentive Amount
10%	18	\$ 10,646,988	\$ 11,060
20%	17	2,408,695	2,699
40%	31	1,836,556	3,087
CAP	5	82,227,347	101,313
2+	2	71,607	136
<b>Grand Total</b>	<b>73</b>	<b>\$ 97,191,193</b>	<b>\$ 118,295</b>

Rate Class	Number of Businesses	Total Incentive Amount
1	14	\$ 48,748
2	0	0
3	6	112
4	6	842
5	11	1,243
7	33	2,629
8.1	2	39,591
9.3	1	25,130
<b>Grand Total</b>	<b>73</b>	<b>\$ 118,295</b>

Included in the Business License Revenue are permits for both Mobile Vending and Short-Term Rental.

- Mobile Vending Permit (MVP): \$400 for a calendar year
  - No new MVPs issued in March
  - Seven (7) active 2023 Mobile Vending Permits issued for the calendar year
  - None are pending
  - There are 16 identified Mobile Vending businesses
- Short-Term Rental Permit (STRP): \$325 for a calendar year
  - There have been one-hundred and eighty-three (183) properties identified
  - Six (6) 2023 STRPs issued in March
  - One hundred and four (104) are compliant with a permit
  - Fourteen (14) are in-process
  - Sixty-five (65) are non-compliant



Grant Program / Name	Federal/ State/ Other	Town Project Description	Department	Status	Amount Funded by Grant	Town's Match	Total Project Amount	Date of Award	Grant Start Date	Grant Expiration
American Rescue Plan Act (ARPA) grant from the State and Local Fiscal Recovery Fund (SLFRF)	Federal	coronavirus recovery, Entitlement community with Tier 5 reporting	Finance	Active	\$ 1,982,471.00	none	\$ 1,982,471.00	05/27/21	03/03/21	obligated by 12/31/2024 expended by 12/31/2026

Community Development Block Grant (CDBG)	Federal	Goethe/Shults Neighborhood Revitalization	CIP	closing	\$ 500,000.00	\$ 401,427.00	\$ 901,427.00	12/03/18	12/2018	12/2022; close out meeting held 1/11/2023; 2/14/23 monitoring visit had ZERO findings
Community Development Block Grant (CDBG)	Federal	BIS sanitary sewer, Phase 5	CIP	Active	\$ 320,000.00	\$ 1,316,711.00	\$ 1,636,711.00	10/14/19	10/14/19	9/30/2021; extended for cure work
Land and Water Conservation Fund	Federal	New Riverside Barn Park	CIP	Active	\$ 500,000.00	\$ 500,000.00	Phase I > \$1M	10/18/21	10/19/21	10/31/2023
Bureau of Justice Assistance Office Programs Bulletproof Vest Partnership Grant - 2020	Federal	Bulletproof Vests for Police Officers	Police	Active	\$ 6,420.00	\$ 6,420.00	\$ 12,840.00	10/19/20	09/30/20	8/31/2022
Bureau of Justice Assistance Office Programs Bulletproof Vest Partnership - 2021	Federal	Bulletproof Vests for Police Officers	Police	Active	\$ 1,637.10	\$ 1,637.10	\$ 3,274.20	04/28/22	09/30/21	8/31/2023
Community Oriented Policing Services (COPS) Hiring Grant Program	Federal	two police officers	Police	Active	\$ 250,000.00	\$ 175,959.00	\$ 425,959.00	07/01/20	07/01/20	6/30/2023
2021 Growth Accelerator Fund	Federal	DRCI - would provide match to SC Dept of Commerce Relentless Challenge 2022	DRCI	closed	\$ 50,000.00	none	\$ 50,000.00	09/16/21	09/30/21	9/30/2022
Section 319(h) Nonpoint Source Pollution, Assistance Program	Federal	May River Watershed Action Plan Phase IV; sewer connections (Poseys Court, Pritchard Street, Bridge Street)	Stormwater / CIP	Active	\$ 365,558.36	\$ 243,830.00	\$ 609,388.36	06/21/19	09/25/19	7/24/2023
Nonpoint Source Implementation Program - Section 319(h) of the Clean Water Act	Federal	May River Watershed Action Plan, Phase V - stormwater retrofit ( Bridge St)	Stormwater / CIP	Active	179,700 + 48,465.15= 228,165.15	120300 + 31810.10 = 152,110.10	\$ 380,275.25	10/01/20	12/04/20	12/3/2023
FFY 2023 Justice Assistance Grant (JAG)	Federal	Domestic Violence Investigator and Community Mental Health Officer	Police	Active	\$ 141,404.40	\$ 15,711.60	\$ 157,116.00	10/14/22	10/01/22	9/30/2023
Nonpoint Source Implementation Program - Section 319(h) of the Clean Water Act	Federal	May River Watershed Action Plan, Phase VI - stormwater retrofit (Pritchard St)	Stormwater / CIP	Active	\$ 124,577.00	\$ 83,398.00	\$ 207,975.00	11/16/22	11/16/22	11/15/2025

Office of Highway Safety and Justice Programs, Body-Worn Cameras - 2019-2020	State	Body-Worn Camers for Police Officers	Police	Active	\$ 38,903.60	N/A	\$ 38,903.60	08/16/18	08/16/18	TBD
Proviso 117.21 of FY2020 State Appropriation Act	State	BIS sanitary sewer, Phase 5	CIP	Active	\$ 300,000.00	\$ -	\$ -	11/01/19	11/01/19	6/30/2020
Relentless Challenge	State	DRCI - high tech expansion; HEROES	DRCI	closed	\$ 55,000.00	\$ 55,000.00	\$ 110,000.00	12/21/20	01/20/21	1/31/2022
School Safety Program (School Resource Officer)	State	continuation of SRO salary/fringe	Police	Active	\$ 84,487.00	none	\$ 84,487.00	09/27/21	07/01/21	7/1/2022
Undiscovered SC Grant	State	Phase III exhibits, Garvin Garvey House	CIP	Active	\$ 25,895.00	\$ 25,895.00	\$ 51,790.00	03/16/22	04/01/22	3/16/2024
Proviso 117.21 of FY23 State Appropriation Act	State	new body-cam/in car camera system plus backhaul	Police	Active	\$ 100,000.00	none	\$ 666,000.00	09/28/22	09/28/22	6/30/2023

\$ 4,846,353.46

South Carolina Infrastructure Investment Program (SCIIP)	Federal	Stoney Crest area septic to sewer; local match split equally among Town, Beauf. Co, and BJWSA.	Stormwater	pending	\$ 6,310,800.00	\$ 1,589,200.00	\$ 7,900,000.00	application submitted by BJWSA 9/12/22. Anticipated decision made by February 2023. Funds must be committed by Dec 2024 and spent by Dec 2026 (because ARPA).		
2023 Recreational Trails Program (RTP)	Federal	Linear Trail Improvements	CIP	pending	\$ 100,000.00	\$ 65,000.00	\$ 165,000.00			
School Safety Program (School Resource Officer)	State	SRO funding for four officers	Police	pending	\$ 599,098.00	none	\$ 599,098.00			6/30/2024
FFY 2023 Justice Assistance Grant (JAG)	Federal	YEAR 2 - Domestic Violence Investigator and Community Mental Health Officer	Police	pending	\$ 141,404.40	\$ 15,711.60	\$ 157,116.00			
FY23 National Infrastructure Investments	Federal	Bluffton Pathway Safety Improvements	CIP	pending	\$ 281,920.00	\$ 70,480.00	\$ 352,400.00			9/30/2032

## TOWN COUNCIL



### STAFF REPORT

#### Human Resources Department

<b>MEETING DATE:</b>	May 16, 2023
<b>PROJECT:</b>	April 2023 Activity Report
<b>PROJECT MANAGER:</b>	Anni Evans, Director of Human Resources

#### Human Resources Summary:

##### **New Hires: 2**

David Brett

Department: Building Safety

Title: Building Inspector I

Start date: April 6, 2023

Azahel Young

Department: Police Department

Title: Police Officer I

Start date: April 20, 2023

##### **Exits: 4**

Kimberly Gammon

Department: Executive

Title: Town Clerk

Exit Date: April 13, 2023

Tyler Anderson

Department: Police Department

Title: Intern

Exit Date: April 13, 2023

David Ur

Department: Police Department

Title: Police Officer II

Exit Date: April 14, 2023

Michael Clancy

Department: Building Safety

Title: Building Inspector

Exit Date: April 21, 2023

**Jobs posted:**

Police Officer I &amp; II

SRO – Class 3

Crossing Guard

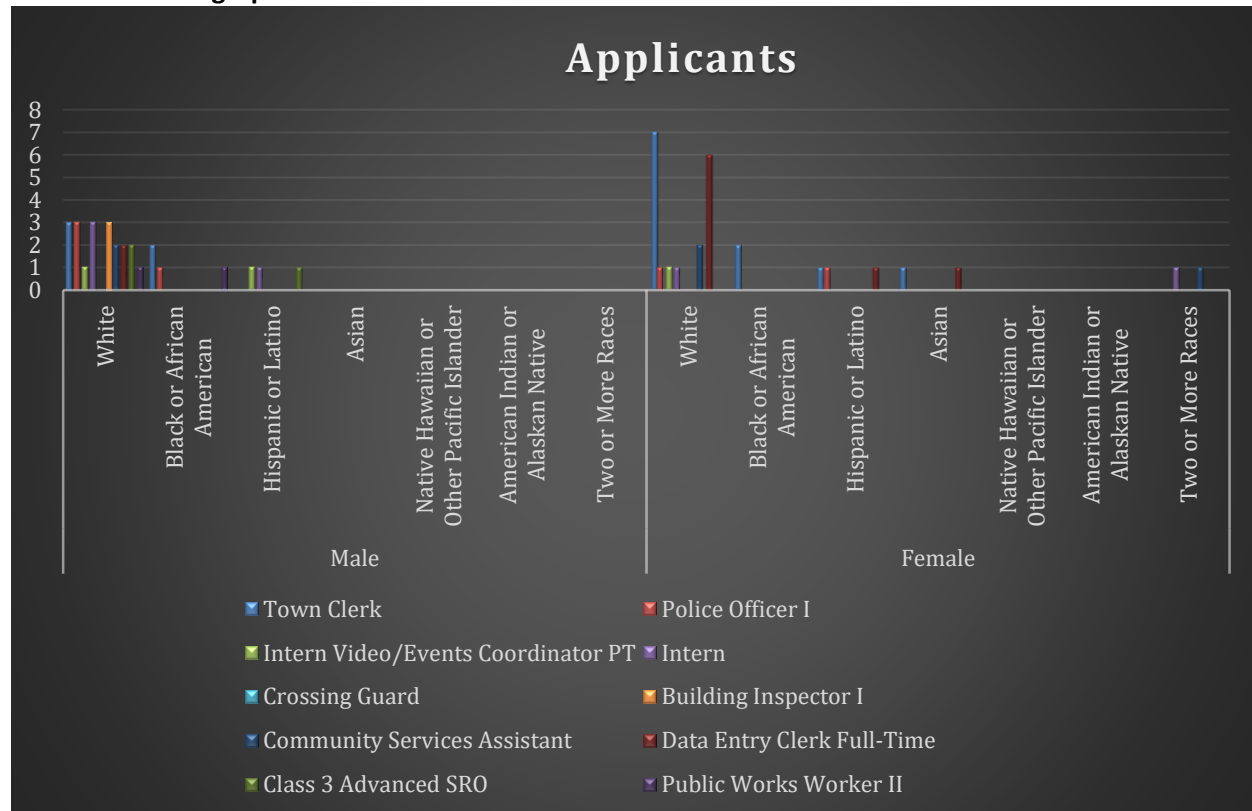
Building Inspector I

Victims Advocate/Social Worker

Town Clerk

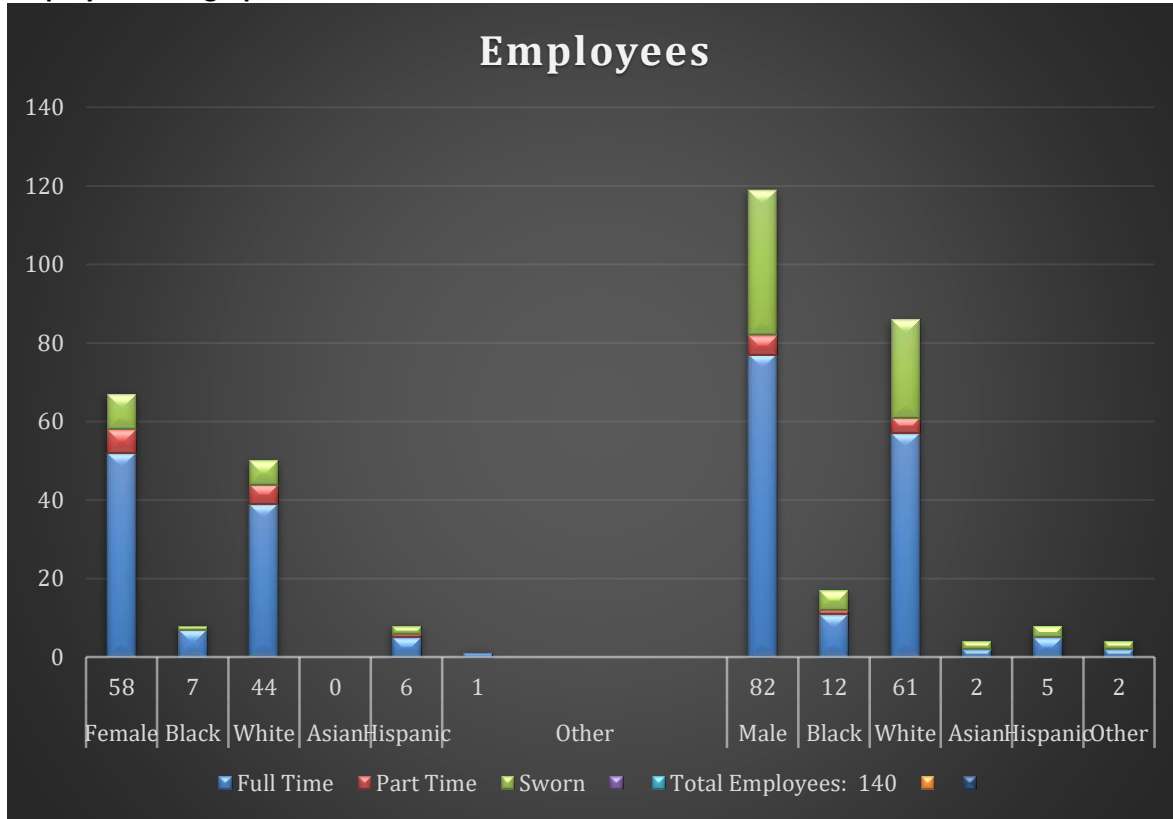
Intern: Video/Events Coordinator PT

- Birthday/Anniversary Celebration – 4/19/23 – DonutNV Food Truck
- March Madness bracket competition – pizza party for the winner: Growth Management
- DEI Committee 2<sup>nd</sup> meeting held – April 20
- Interviews held for Town Clerk, Class 3 Advanced SRO
- Building Safety Recruitment and Retention policy created and implemented
- Bilingual Pay Stipend Policy created and implemented
- EcoTour (May River Tour) for new hires held on 4/13 + 4/27
- HR attended MASC Spring Conference in Columbia
- Family Fun Day held 4/22 @ Evicore Park (huge success)

**Candidate demographics:**



**Employee demographics:**



**TOWN COUNCIL****STAFF REPORT****Municipal Court Department**

<b>MEETING DATE:</b>	May 9, 2023
<b>PROJECT:</b>	March Activity Report
<b>PROJECT MANAGER:</b>	Lisa Cunningham, Clerk of Court

**Court Summary**

Town of Bluffton Municipal Court convenes every Tuesday morning. In March 2023 a total of four morning sessions. Municipal Court currently has 337 cases pending which is a combination of 264 criminal/traffic cases, 21 jury trial request, and 52 defendants enrolled in alternative programs.

**Indigent Defense cases**

Town of Bluffton currently contracts with the 14<sup>th</sup> Circuit Public Defenders Office to provide Indigent Defense Counsel to all defendants who meet the Annual Federal Poverty Guidelines. Year to date our Indigent Defense Attorney has 512 cases which is a combination of 99 pending and 413 disposed on the docket as of March 2023.

**Alternative Programs**

Defendants are sometimes offered the opportunity to complete Alternative Programs in lieu of convictions on their traffic and/or criminal record.

There are currently 10 active participants in the Conditional Discharge Program. The Conditional Discharge Program requires the completion of 40 hours of community service as well as a drug and alcohol program. Participants must also pay a program fee of \$150.00 upon completion.

There are currently 13 active participants in the Alive@25 classes which are offered through the National Safety Council. Alive@25 classes are for traffic offenders under 25 years of age who have never had a traffic infraction and the current charge pending carries no more than 4 points.

Traffic Education Program referred to as TEP has 15 active participants. The TEP Program cost is \$280.00 plus the cost of online driving class. It is designed for offenders who have pending moving violations except for Driving under the Influence, Driving under Unlawful Alcohol Concentration, and Reckless Driving.

Alcohol Education Program referred to as AEP has 0 active participants. AEP is only inclusive for alcohol related charges such as minor in possession of alcohol or false identification for

offenders between the ages of 17-21. AEP costs \$250.00 plus the cost of online driving class and alcohol education classes.

Pre-Trial Intervention referred to as PTI has 14 active participants. PTI is a program for first-time offenders charged with non-violent crimes all charges are accepted in the program except for Driving Under Influence (DUI) or Driving under Unlawful Alcohol Concentration (DUAC). Program cost \$350.00 plus the cost of online driving class, counseling and/or drug testing.

TEP, AEP, and PTI are directly managed through the Solicitors office. The Court provides a referral and the Solicitors Office provides a completion or termination report upon completion date.

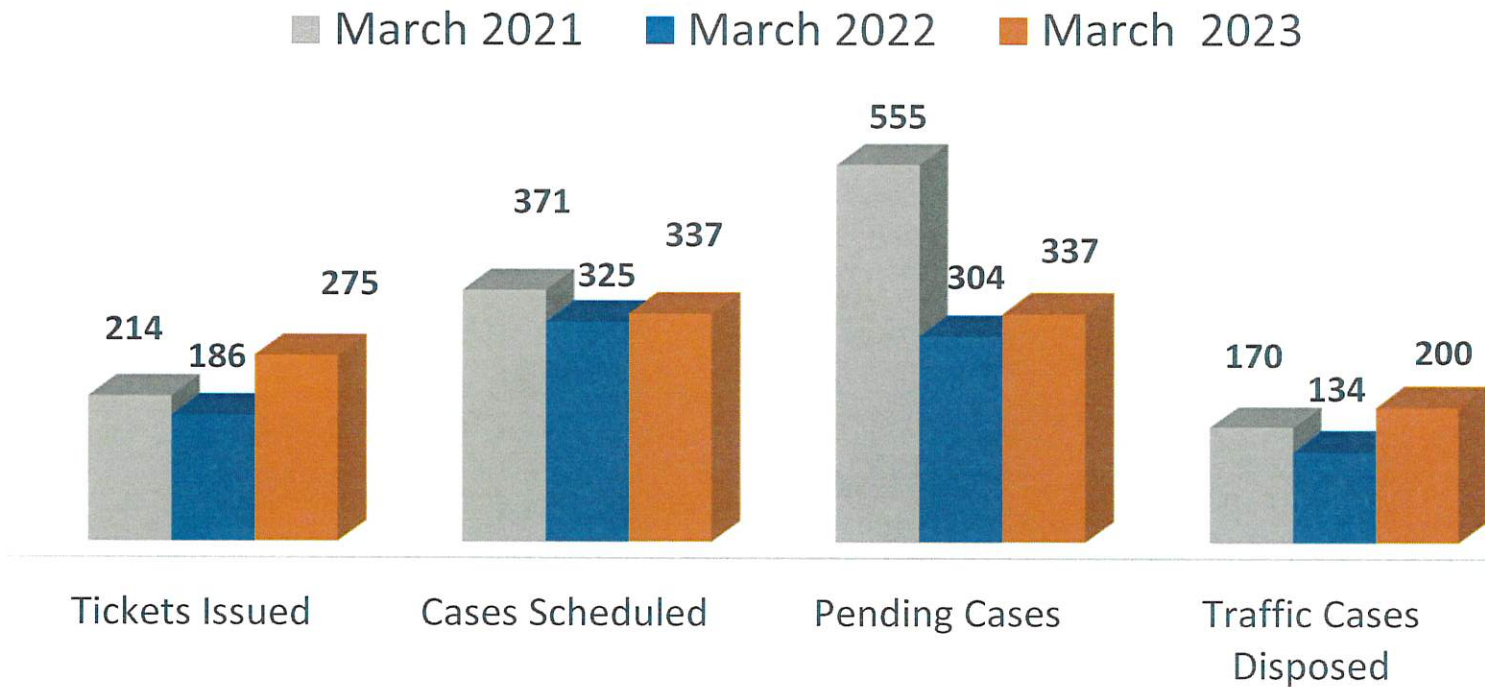


# Town of Bluffton Municipal Court Statistics for March 2023

Presented by:  
Lisa Cunningham, Clerk of Court



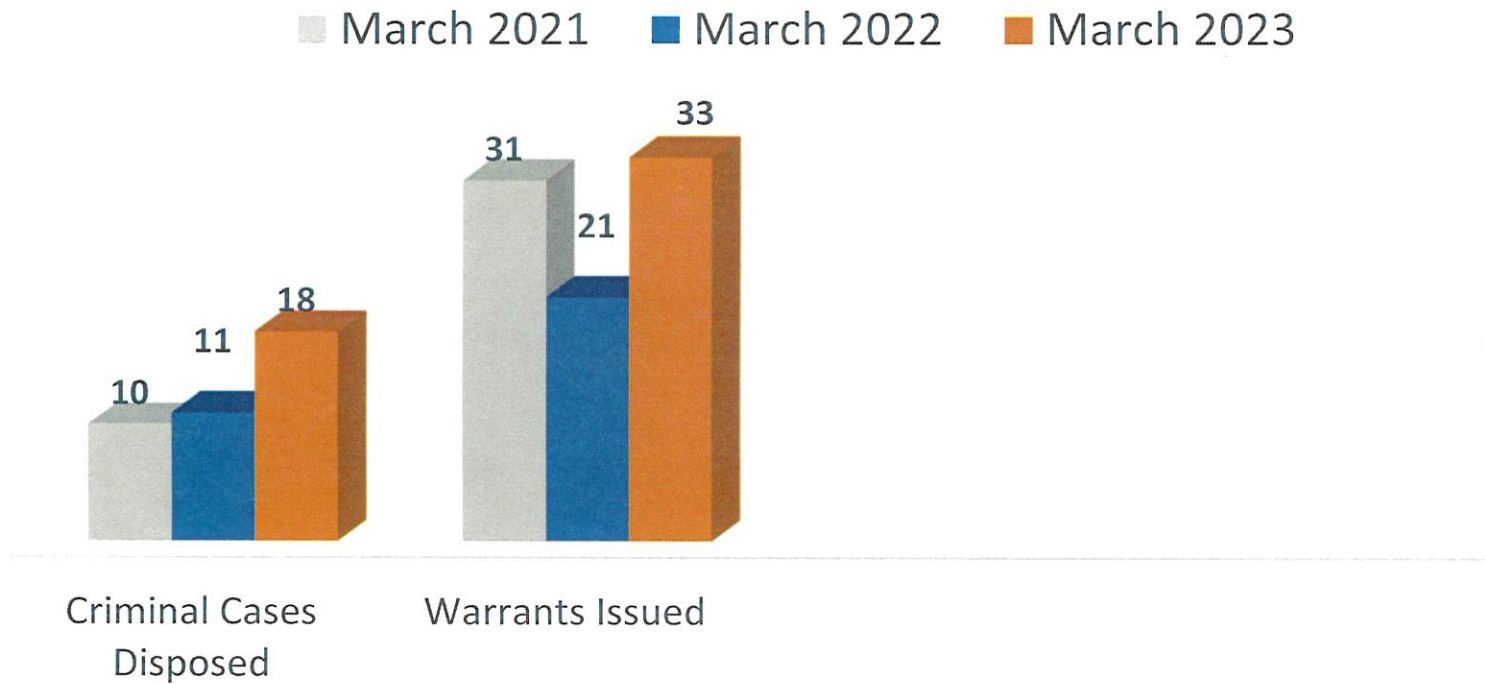
# Town of Bluffton Municipal Court





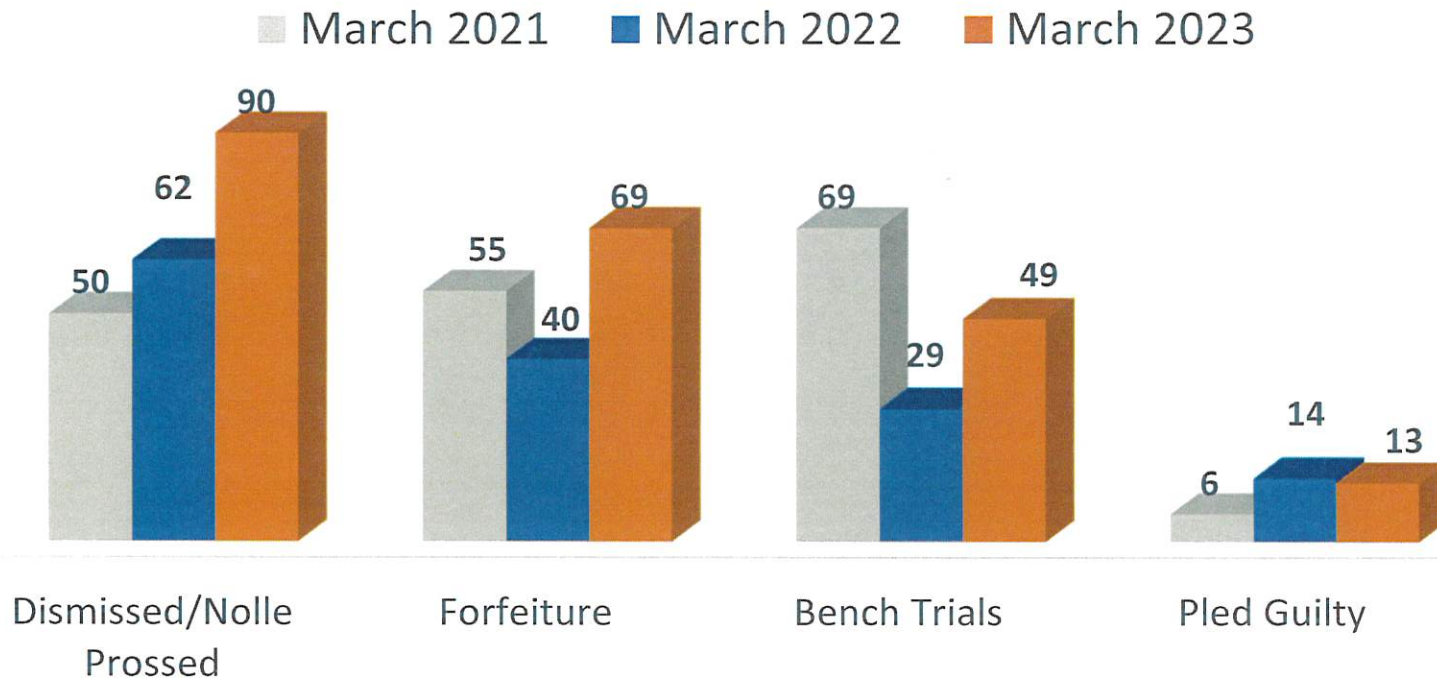


# Town of Bluffton Municipal Court





# Town of Bluffton Municipal Court





# Town of Bluffton Municipal Court

## Terminology

- **Disposition** the ruling of the court, the final outcome of the violation.
- **Dismissed** no prosecution because either a program was completed, or motion granted.
- **Nolle Prosequi** the prosecutor or officer did not wish to prosecute the case.
- **Forfeiture** the bond was posted, and defendant did not appear for court, so it was converted to a fine.
- **Guilty Bench Trial** the Judge ruled in favor of the State.
- **Not Guilty Bench Trial** the Judge ruled in favor of the Defendant.
- **Pled Guilty** the defendant did not contest the violations.
- **Disposed** the case is no longer pending and a disposition has been indicated.
- **Pending** the cases awaiting trial or currently enrolled in a program

## TOWN COUNCIL

## STAFF REPORT

## Projects and Watershed Resilience Department



<b>MEETING DATE:</b>	May 9, 2023
<b>SUBJECT:</b>	Projects and Watershed Resilience Department Monthly Report
<b>PROJECT MANAGER:</b>	Kimberly Washok-Jones, Director of Projects and Watershed Resilience

**CAPITAL IMPROVEMENTS PROGRAM (CIP) AND SPECIAL PROJECTS UPDATE****PATHWAYS**

1. **Goethe-Shults Sidewalks Phase 2**
  - Sidewalks are completed and SCDOT has closed out the project.
  - **Next Steps**
    - Complete additional services to study the outfall along Shults Road.
2. **Buck Island-Simmons ville Neighborhood Sidewalks and Lighting**
  - A contract for Phase 6B along Simmons ville Road from Sugaree Drive northward to the existing New Mustang Road was awarded to JS Construction Services, Inc.
  - **Next Steps**
    - Prepare and obtain streetlight easements and begin condemnation process for remaining Phase 5 street lighting easements.
    - Complete Phase 6B construction and SCDOT closeout.
    - Construction of the remaining Simmons ville Road sidewalks and lighting is to be completed in FY 2023.
3. **New River Linear Trail**
  - Conceptual Master Plan is complete.
  - Submitted plans to Santee Cooper for cursory review and cost share for bridge replacements.
  - Received \$26,000 PARD grant award.
  - Easement donation from New Riverside Community Association, Inc. Approved at 3/14/23 Town Council.
  - **Next Steps**
    - Continue engineering design for Phase 1 pathway (New River to Hwy 46).
    - PRT Grant for \$100,000 was denied for trailhead improvements.
    - Other grant opportunities being researched for the main trail improvements.

**SEWER & STORMWATER**

1. **Buck Island-Simmons ville Sewer (Phases 5A-D)**
  - Received permits to construct from DHEC.

- Re-bids closed on 4/17/23 with one bid and two responses of “no bid” which complies with Department of Commerce requirements.
  - **Next Steps**
    - Enter into a construction contract after Council approval 5/9/23.
    - Start construction late summer 2023.
- 2. Historic District Sewer Extension Phases 2 & 3 - Bridge & Colcock Streets**
- Contract was awarded to Jordan Construction of Hilton Head, Inc. 3/14/2023.
  - **Next Steps**
    - Pre-construction and pre-clearing meetings.
    - Start house connections once construction is complete and Permit to Operate is issued by DHEC.
- 3. Historic District Sewer Extension Phases 4 through 6 – Lawrence, Green and Water Streets**
- Received initial design for Phases 4, 5, & 6 from the engineer.
  - **Next Step**
    - Incorporate any Phases 4, 5, & 6 design changes to drawings and submit to BJWSA for review and permitting.
    - Obtain Quit Claim Deeds from all the property owners along the ghost roads or initiate condemnation process in May 2023.
- 4. May River Watershed Action Plan Impervious Restoration Water Quality Projects**
- Initial site investigations are complete for 9 of the 11 participating project partners.
  - Palmetto Pointe Towns and Lowcountry Community Church declined to participate in the Program at this time.
  - Policy document for Impervious Restoration Program under formulation.
  - Geotechnical investigations at 6 school sites complete and field results under analysis for use in development of Preliminary Design.
  - **Next Steps**
    - Proceed with geotechnical evaluations at the 3 remaining site locations.
    - Begin preliminary site design.
    - Draft Policy Document for Impervious Restoration Program revisions underway based on staff feedback.
- 5. Buck Island Drainage Improvements**
- A contract was executed on 11/18/22.
  - 10” water main relocation/lowering performed on 2/15/23.
  - **Next Steps**
    - SCDOT final inspection approval, As-Built submittal review/approval, completion of punch list items, project close-out by mid-May.

## **HISTORIC DISTRICT IMPROVEMENTS**

### **1. Boundary Street Lighting**

- Phase 2 photometric plans, encroachment permits, and lighting agreements are



complete and approved.

- SCDOT and Dominion indicated poles must be installed on private property due to conflicts with sewer force main and communication utilities within the right of way.
- Easements must now be obtained to install Phase 2 lighting.
- **Next Steps**
  - Install streetlights on the west side of the street in FY 2023. Coordinate conduit and light installation for the east side of the street in conjunction with larger streetscape project.
  - Obtain easements as needed for Phase 2 street lighting.

## 2. **Squire Pope Carriage House Preservation**

- The contract with Huss Inc. was executed and construction began on 1/16/23 with a groundbreaking ceremony held on 2/4/23.
- Structure was lifted. Excavation, footers, slab, blockwork, brick piers, block walls were sealed and insulated, perimeter sill beams and interior beams were installed, flooring at crawl space has been insulated and structure has been lowered.
- **Next Steps**
  - The next few weeks will focus on additional deconstruction of the exterior siding, structural wood framing of all walls and subflooring to prep for rough in mechanical, electrical, plumbing and fire suppression.

## 3. **Bridge Street Streetscape**

- Issued Notice to Proceed for Phase 1 construction to start 12/5/22.
- Obtained survey proposal for Phase II streetscape project.
- Engaged Barrier Island for Phase II design.
- **Next Steps**
  - Drainage 100%, parking 100%, Sidewalks 100%, IT conduit and pull boxes 50%, lighting 5%, mill and overlay to be scheduled.
  - Obtain easement from Cunningham LLC for parking sign installation.
  - Continue coordination of irrigation tie-in with property owners.
  - Continue coordination with Bluffton Electric installation of additional power from Calhoun to Boundary.

## 4. **Boundary Street Streetscape**

- Engineering Design is 70% complete and submitted to Watershed for stormwater for initial review.
- **Next Steps**
  - Continuing with Engineering Design and Permitting.
  - Obtain easement exhibits and begin appraisals in FY 2023.
  - Bid construction in FY 2024.

## 5. **Calhoun Street Streetscape**

- Surveying is complete and preliminary engineering design is 40% complete.
- **Next Steps**
  - Continue engineering design into FY 2023.

- Prepare easement acquisition plats for Phase 1 in June 2023.
- Begin easement acquisition in FY 2024.
- Phased construction is planned to begin in FY 2025 pending budget approval.

#### 6. **Pathway Pedestrian Safety Improvements**

- Completed Historic District crosswalk study identifying and prioritizing future intersection/crosswalk improvements to meet ADA compliance.
- Phase 1 ADA sidewalk improvements along Goethe Road were completed in January.
- Submitted US DOT RAISE grant application for planning and design of bike and pedestrian safety improvements in Historic District, Goethe/Shults and Buck Island/Simmons ville neighborhoods for implementation in a phased approach.
- **Next Steps**
  - Phase 2 design proposal under review.
  - Pending US DOT RAISE grant award in June 2023.

#### 7. **Historic District Comprehensive Drainage Plan Improvements**

- Asset inventory and condition assessment complete.
- 2D H/H model development complete.
- Initial Tidal Gauge information gathering at Calhoun St Dock has been completed.
- Review of 2D H/H model development results and area of inundation/choke points complete.
- **Next Steps**
  - Establish maintenance and CIP project needs list and Master Planning report to reduce risk of flooding.

#### 8. **Pritchard Street Drainage Improvements**

- Cranston Engineering is proceeding with 100% design development based on 70% review comments and meeting discussions.
- Project scope has increased to include streetscape elements, pedestrian connectivity, street lighting and traffic calming evaluation.
- **Next Steps**
  - Coordinate approval for proposed improvements with Beaufort County School District.
  - Complete 100% design submission, permitting submissions and bid document formulation.

### **PARK DEVELOPMENT**

#### 1. **Oyster Factory Park**

- Executed contract with JS Construction for parking expansion which began in March 2023.
- Executed Task Authorization with Witmer, Jones, Keefer for design of the Event Area.
- **Next Steps**
  - Continue construction of the parking lot.
  - Refine design of area Event Area based on Council feedback at April Quarterly

Workshop and bring back for review.

## 2. **Oscar Frazier Park**

- Began design of FY 2023 improvements including hardscape near the Rotary Center, sport courts, and splash pad.
- Submitted conceptual plans at Quarterly Workshop and obtained Town Council input. Sent questionnaire for sport court alternatives to Bluffton Park HOA for review and selection of preferred option.
- Council directed staff to not proceed with sports court design at this time during the April Quarterly Workshop.
- **Next Steps**
  - Hardscape construction to begin in June.
  - Complete design of splash pad in FY 2023.

## 3. **New Riverside Barn/Park**

- Construction documents for the restroom building are complete.
- Architectural design services for the Barn additions are 95% complete.
- Design of the playground area is 50% complete.
- JS Construction started phase 1 site construction on 1/27/2023.
- Selected Nix Construction to provide Construction Manager at Risk Services for Phase 2 and 3.
- Contract has been issued to Nix Construction for execution.
- **Next Steps**
  - Complete the architectural design of barn addition.
  - Continue design of playground area in FY 2023.
  - Continuing construction of Phase 1 Site Development Infrastructure.
  - Execute a Construction Manager at Risk contract with Nix Construction.

## 4. **Miscellaneous Park Improvements**

- TC requested staff to explore alternative playground equipment.
- **Next Steps**
  - Procure and install additional DuBois Park playground improvements per Town Council direction at the April Workshop.

## **TOWN FACILITIES AND MISCELLANEOUS PLANNING**

### 1. **Town of Bluffton Housing Projects**

- **Next Steps**
  - Provide financial assistance to joint venture partner for planning, design and permitting of Affordable/Workforce Housing at 1095 May River Road.

### 2. **Law Enforcement Center Facility Improvements**

- Clearing for the challenge course is complete.

- **Next Steps**

- Complete construction with The Greenery for the challenge course and expanded area for an impound lot and storage of Public Service maintenance equipment.

### 3. Sarah Riley Hooks Cottage

- Obtained conceptual master plan concepts from JK Tiller and reviewed with Executive Staff.
- Prepared questionnaire and obtained stakeholder input for use of the property and cottage.
- Selected Meadors Inc to provide a Structural Assessment Report to determine the feasibility of preservation or re-construction of the cottage.

- **Next Steps**

- Town Council provided Conceptual Master Plan and Structural Assessment feedback to staff to revise construction and grounds plans.
- Present revised plans to Council as completed.

### 4. Ghost Roads

- Surveying and easement exhibits are complete.
- Bridge Street Quit Claim Deeds are complete. Pritchard and Colcock Streets Quit Claim Deeds are 95% complete. Staff is currently working with Lawrence, Lawton, Green, Pope, Allen and Water Street property owners to obtain Quit Claim Deeds.
- Staff continue to meet with property owners to raise awareness of the acquisition efforts and communicate next steps and requested Council assistance.

- **Next Steps**

- Obtain remaining Quit Claim Deeds for Historic District Sewer Phases 4-6 or initiate quiet title proceedings.

### 5. Document Management

- RFP contract was awarded in March 2022.
- Electronic Document Management system is live.
- Documents for 5 departments have been transitioned to DMS.
- **Next Steps:**
  - Historical documents for the remaining 9 departments will transition through FY 2026.

### 6. Network Infrastructure

- Replaced core switches at Town Hall and the Law Enforcement Center.
- Replaced two VMWare hosts for a more stable server environment.
- Migration of Munis and Energov systems to a hosted environment completed.
- Replaced phone system to a more modern system.
- **Next Steps:**
  - Replacing two more VMWare hosts.
  - Implementation of Executime to replace Intime.

## **WATERSHED MANAGEMENT**

### **1. Stoney Creek/Palmetto Bluff Sewer Partnership**

- 2022 updated cost-estimate for the project from BJWSA is \$7.2 million + contingencies. BJWSA has agreed to be the Project Manager.
- Completed DRAFT RIA SCIPP application in support of Stoney Creek/Palmetto Bluff Sewer Extension with BJWSA and Beaufort County. Obtained letters from governmental agencies and stakeholders in support of the application.
- Met with partners to address BJWSA IGA concerns on 3/2/23. A draft 3-party Intergovernmental Agreement is being updated by Director of Procurement.
- **Next Steps**
  - Await notification of grant application. No announcement date has been provided.
  - BJWSA to procure design engineer through existing MSAs.

### **2. SC Department of Health and Environmental Control May River Shellfish Harvesting Monitoring Data Year-to-Date and May River Shellfish Harvesting Status Exhibit – Attachments 1 and 1a**

### **3. May River Watershed Action Plan Implementation Summary - Attachment 2**

- Staff procured SonTek IQ telemetry stations and installation occurred 4/24/23 & 4/25/23.
- Staff deployed a HOBO-U20 water level logger at the Calhoun Street dock to collect tidal elevation data and staff intends to continue data collection at this location.

### **4. Municipal Separate Storm Sewer System (MS4) Program Update**

- Staff have submitted the MS4 Annual Report as required by SCDHEC.

### **5. MS4 Minimum Control Measure (MCM) - #1 Public Education and Outreach, and MS4 MCM - #2 Public Participation and Involvement**

- Staff participated in Beaufort County's Earth Day Cleanup on 4/21/23.
- The May River Watershed Action Plan Advisory Committee (WAPAC) was held on 4/27/23. The next scheduled meeting is 5/25/23. **Attachment 3**
- The Town Communications Department distributed the May River Cleanup press release and promoted the event via social media. Staff had a Town of Bluffton stormwater education table at the event.
- Staff developed a new Pet Grooming postcard aimed at educating business owners about illicit discharges. Postcards were sent via certified mail to all pet-related companies with a Town of Bluffton business license.

### **6. MS4 MCM – #3 Illicit Discharge Detection and Elimination**

- Stormwater Infrastructure Inventory Map - **Attachment 4a**
- *E. coli* Concentrations Trend Map - **Attachment 4b**
- Monthly, Microbial Source Tracking (MST) Maps - **Attachments 4c and 4d**



- SC Department of Health and Environmental Control (SCDHEC) collects MST samples for the Town concurrently with their routine shellfish harvesting water quality sampling at stations 19-19, 19-19A, 19-19B, 19-19C, and 19-24. SCDHEC conducted sampling 4/03/23. The human genetic marker was not detected at any SCDHEC Shellfish Harvesting Stations in the May River however fecal coliform concentrations were elevated.
  - Illicit Discharge Investigations – **Attachment 4e**
7. **MS4 MCM – #4 Construction Site Stormwater Runoff Control – Attachment 5**
  8. **MS4 MCM – #5 Stormwater Plan Review and Related Activity – Attachment 6**
  9. **MS4 MCM – #6 Good Housekeeping (Staff Training/Education)**
    - Staff attended Southeast Stormwater Association Spring Seminar on Climate Change and Sustainability Measures for Stormwater Management on 4/21/23.
  10. **MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)**
    - Public Services performed weekly street sweeping on Calhoun Street, Highway 46, Bruin Road, May River Road, Pin Oak Street, and curbs and medians on Simmonsville and Buck Island Roads.
    - Performed ditch inspections.
      - Arrow ditch (2,569 LF)
      - Red Cedar ditch (966 LF)
      - Buck Island roadside ditch (15,926 LF)
      - Simmonsville roadside ditch (13,792 LF)
    - Ongoing roadside mowing, litter clean-up and maintenance of Masters' Way, McCracken Circle, Hampton Parkway, Buck Island and Simmonsville Roads, Goethe Road, Shults Road, Jason and Able Streets, Whispering Pine Road, May River Road and Eagles Field.
  11. **Citizen Drainage, Maintenance, and Inspections Concerns Map – Attachment 7**
  12. **Citizen Request for Watershed Management Services & Activities – Attachment 8**

**Attachments**

1. SCDHEC Shellfish Harvesting Monitoring Data Year-to-Date
  - a. SCDHEC May River Shellfish Harvesting Status Exhibit
2. May River Watershed Action Plan Implementation Summary\*
3. MS4 Minimum Control Measures #1 and #2 – WAPAC Public Notice
4. MS4 Minimum Control Measure #3 – Illicit Discharge Detection and Elimination
  - a. Stormwater Infrastructure Inventory Map
  - b. *E. coli* Concentrations Trend Map
  - c. Microbial Source Tracking Trend Map – Human Source
  - d. Microbial Source Tracking Map – All Sources
  - e. Illicit Discharge Investigations
5. MS4 Minimum Control Measure #4 – Construction Site Stormwater Runoff Control
6. MS4 Minimum Control Measure #5 – Stormwater Plan Review and Related Activity
7. Citizen Drainage, Maintenance and Inspections Concerns Map
8. Citizen Request for Watershed Management Services and Activities Map
9. CIP Master Project Schedules

\* Attachment noted above includes the latest updates in red.

	19-19				19-19A				19-19B				19-19C				19-24				19-16			
	2020	2021	2022	2023	2020	2021	2022	2023	2020	2021	2022	2023	2020	2021	2022	2023	2020	2021	2022	2023	2020	2021	2022	2023
	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)	Fecal Coliform (MPN)
December	17.0	79.0	33.0		22.0	49.0	49.0		17.0	4.5	17.0		4.5	17.0	49.0		4.0	6.8	6.8		11.0	7.8	13.0	
November	70.0	33.0	33.0		31.0	33.0	13.0		17.0	7.8	7.8		13.0	4.0	4.5		13.0	4.5	6.1		4.5	2.0	13.0	
October	49.0	49.0	23.0		79.0	26.0	46.0		31.0	13.0	13.0		21.0	23.0	23.0		33.0	23.0	11.0		79.0	17.0	14.0	
September	110.0	33.0	540.0		49.0	11.0	350.0		49.0	17.0	350.0		33.0	13.0	170.0		33.0	2.0	79.0		33.0	11.0	33.0	
August	49.0	49.0	23.0		49.0	49.0	23.0		23.0	23.0	11.0		23.0	49.0	13.0		17.0	14.0	17.0		22.0	14.0	11.0	
July	33.0	350.0	920.0		13.0	64.0	49.0		23.0	79.0	95.0		7.8	33.0	130.0		7.8	33.0	23.0		17.0	13.0	46.0	
June	NS	49.0	13.0		NS	79.0	4.5		NS	13.0	11.0		NS	17.0	2.0		NS	22.0	1.8		NS	2.0	9.3	
May	70.0	2.0	4.5		49.0	49.0	4.5		23.0	23.0	4.0		22.0	23.0	1.8		6.8	23.0	1.8		4.5	7.8	2.0	
April	33.0	33.0	4.5	170.0	33.0	23.0	4.5	130.0	13.0	22.0	1.8	110.0	6.8	17.0	2.0	70.0	13.0	7.8	1.8	NS	13.0	2.0	1.8	7.8
March	170.0	33.0	33.0	23.0	49.0	11.0	23.0	49.0	130.0	17.0	2.0	17.0	49.0	13.0	4.5	17.0	70.0	2.0	2.0	17.0	33.0	2.0	2.0	17.0
February	17.0	79.0	23.0	540.0	7.8	70.0	31.0	350.0	21.0	79.0	17.0	240.0	4.5	23.0	22.0	240.0	4.5	7.8	2.0	33.0	6.8	6.8	11.0	33.0
January	95.0	17.0	49.0	33.0	33.0	17.0	22.0	33.0	33.0	13.0	33.0	13.0	17.0	23.0	7.8	33.0	17.0	17.0	7.8	7.8	17.0	7.8	7.8	4.5
** Truncated GeoMetric Mean	34.0	36.0	40.0	41.0	21.0	26.0	28.0	32.0	16.0	18.0	18.0	18.0	12.0	15.0	14.0	17.0	10.0	10.0	9.0	9.0	9.0	8.0	9.0	7.0
** Truncated 90th Percentile	106.0	139.0	192.0	250.0	59.0	69.0	91.0	130.0	50.0	58.0	72.0	92.0	37.0	39.0	54.0	84.0	31.0	35.0	41.0	42.0	35.0	33.0	32.0	26.0

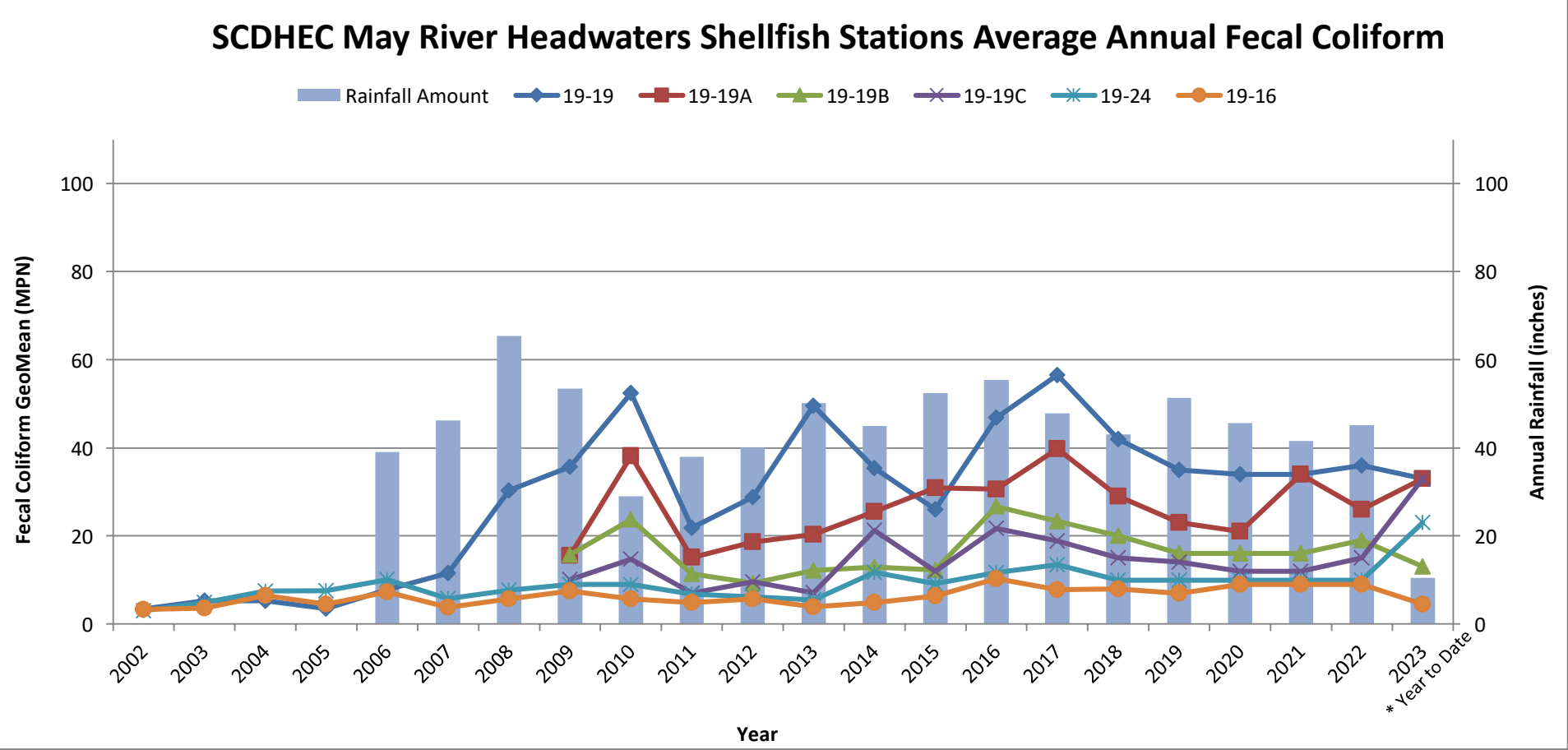
NS = No Sample

SCDHEC Regulatory Requirements:

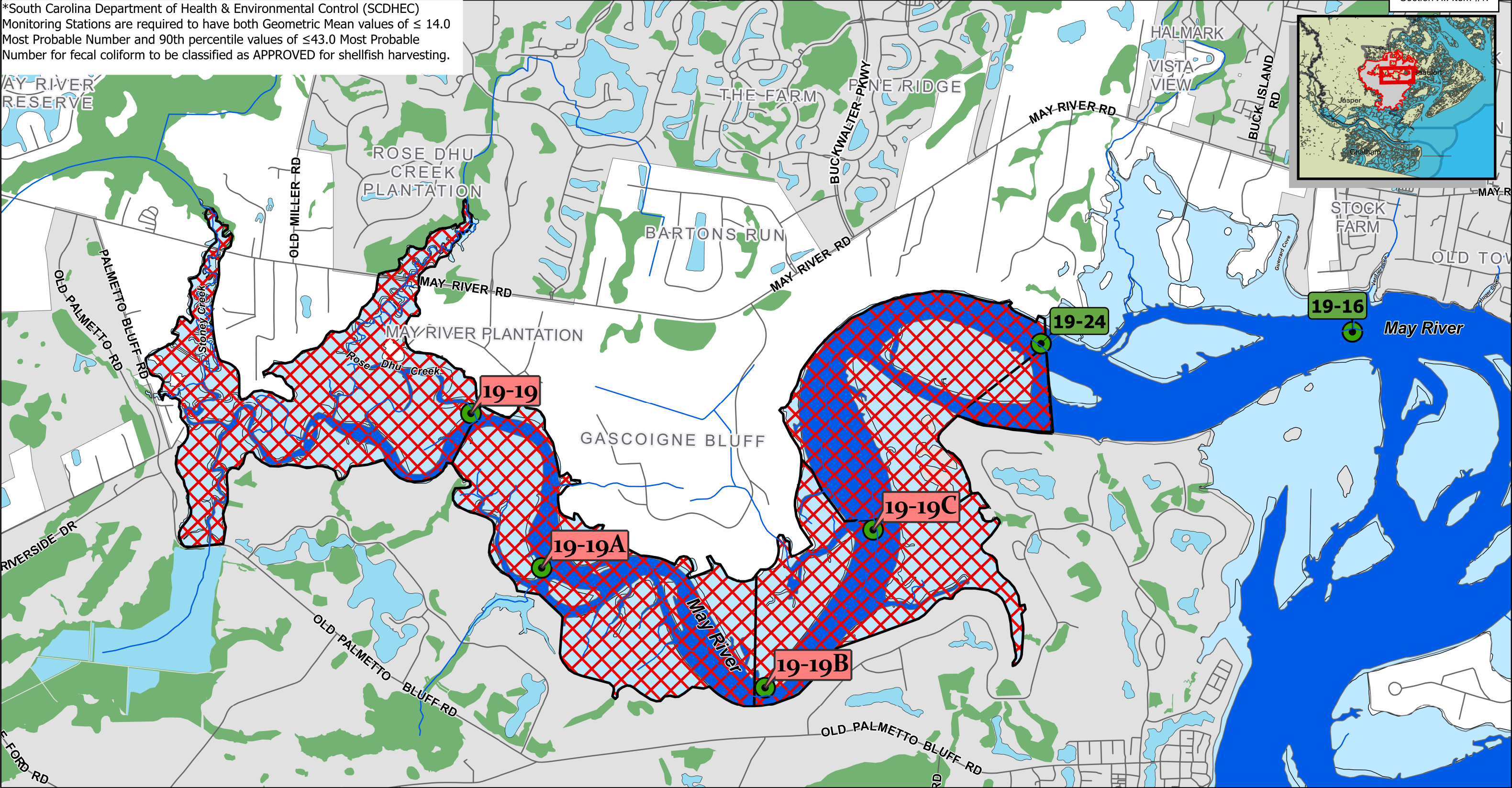
Geometric Mean ≤ 14

90th Percentile ≤ 43

\*\* Town staff calculations utilizing SCDHEC statistics



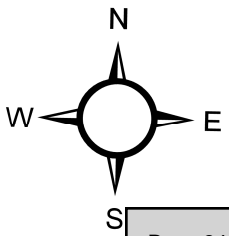
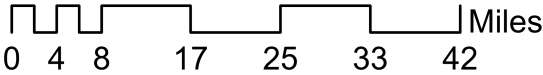
\*South Carolina Department of Health & Environmental Control (SCDHEC)  
Monitoring Stations are required to have both Geometric Mean values of  $\leq 14.0$   
Most Probable Number and 90th percentile values of  $\leq 43.0$  Most Probable  
Number for fecal coliform to be classified as APPROVED for shellfish harvesting.



- SCDHEC Shellfish Monitoring Stations
- Restricted 2022/2023 Shellfish Season
  - Open SCDHEC Shellfish Monitoring Stations
  - SCDHEC Shellfish Monitoring Station Classification Change
- Legend:
- Streets
  - Drainage
  - Town Jurisdiction
  - County Jurisdiction
  - Water
  - Wetlands

Town of Bluffton  
Beaufort County, SC

# SCDHEC SHELLFISH HARVESTING STATUS





WAPAC Meeting Presentation  
May River Watershed Action Plan Update & Modeling Report  
Overview and Status  
August 25, 2022  
Updated February 23, 2023

## Overview

- May River Watershed Action Plan Update & Modeling Report **completed** November 2020.
- Town Council Adoption of May River Watershed Action Plan Update as a Supporting Document to the Comprehensive Plan **completed** February 2021.
- May River Watershed Action Plan Update & Modeling Report Summary:
  - **Executive Summary** provides an overview of the project background, findings and interpretation, current state of knowledge concerning fecal coliform fate and transport, and an overview of proposed recommendations for the Town.
  - **1.0 Introduction** includes more detailed project background including the purpose of the document and the Project Team's tasks to 1) develop water quality models to compare current conditions (2018) to pre-shellfish impairment conditions (2002) to develop pollutant load reduction estimates, and 2) evaluate 2011 Action Plan BMPs for appropriateness under current conditions and provide up to eleven (11) alternative projects and preliminary cost estimates.
  - **2.0 Model Setup; 3.0 Model Calibration, and 4.0 Water Quality Model Results** details the methodology used by the Project Team to establish and calibrate the models and the model outputs. This highly technical information is necessary for future Water Quality (WQ) Model calibration and use for consistency.
  - **5.0 Recommendations** includes strategies to improve the Town's monitoring efforts to calibrate the WQ Model further (§5.1), strategies and BMPs for bacteria reduction (§5.2), an evaluation of 2011 Action Plan BMP projects (§5.3), and methodology used to develop 2020 Action Plan Update recommended projects (four septic to sewer conversion projects and eleven stormwater BMP retrofit projects) with cost-estimates and ranking/prioritization (§5.4).
  - **6.0 Conclusions** offers a summary of the WQ Model results in context of current state of knowledge.
  - **7.0 References** documents the prior research findings used to inform recommendations.
  - **Appendices** reference supporting materials:
    - Montie et al. (2019) "Technical Report: Historical Analysis of Water quality, Climate Change Endpoints, and Monitoring in Natural Resources in the May River,"
    - Technical Memo from Dr. Rachel Noble,
    - Watershed Treatment Model Spreadsheets, and
    - Detailed Project Cost Estimate Spreadsheets.



## MRWAP 2020 Update Septic to Sewer Project Recommendations/Evaluations:

- Four (4) septic to sewer conversion projects were evaluated in the Rose Dhu Creek and Stoney Creek subwatersheds:
  - Cahill
  - Gascoigne
  - Stoney Creek
  - Pritchardville
  - These projects overlap with 42 subcatchments in the Stoney Creek watershed and 11 in Rose Dhu Creek. Based on WQ Model outputs, these projects alone may potentially reduce FC loading by  $3.46 \times 10^{13}$  FC per year.
- The estimated septic to sewer conversion costs of these projects is \$5.5 million.

### **Work Performed and Current Status as of August 25, 2022 Meeting**

Discussions with the Town, Beaufort County and BJWSA have been held about future Septic to Sewer Program projects identified above. Stoney Creek Septic to Sewer Project has been identified as the next priority project to pursue under the Septic to Sewer Program.

1. The Town and Beaufort County are finalizing Funding and Cost share elements relative to the project and a letter to BJWSA will be developed and sent to BJWSA regarding project funding, capital outlay and schedule for implementation.

### **Update for WAPAC February 23, 2023 Meeting:**

The Town, Beaufort County and BJWSA continue to work on details to draft a proposed Inter-Governmental Agreement (IGA) to be presented to each respective approving authority for review, finalization, and approval. It is anticipated that this process is months away from final approval/adoption of the respective parties.

## MRWAP Update Eleven Impervious Restoration (stormwater retrofit) Project Recommendations/Evaluations:

- Eleven (11) project sites (incorporating various individual BMPs) were selected in consultation with the Town (prioritizing subcatchments with FC bacteria hotspot and/or large impervious areas). These sites were evaluated in terms of the potential benefits gained by retrofitting to meet the 95th percentile storm retention, to the maximum extent possible, under the proposed Impervious Area Restoration/Stormwater Retrofit Program.

Eleven (11) proposed project sites Rose Dhu Creek (6 projects) and Stoney Creek (5 projects):

- Bluffton Early Learning Center (BELC)
- Boys and Girls Club of Bluffton (BGC)
- Benton House (BH)
- Bluffton High School (BHS)
- Buckwalter Recreation Center (BRC)

- Lowcountry Community Church (LCC)
- McCracken Middle School/Bluffton Elementary School (MMSBES)
- May River High School
- One Hampton Lake Apartments (OHLA)
- Pritchardville Elementary School (PES)
- Palmetto Pointe Townes (PPT)
- Based on WQ Model outputs, these projects alone may potentially reduce FC loading by
  - $2.99 \times 10^{14}$  FC reduction for the Full SWRv (entire sub-basin drainage area catchment).
  - $2.53 \times 10^{14}$  FC reduction for the Reduced SWRv projects (impervious area drainage area of sub-basin catchment).
- The estimated of Full SWRv projects costs is \$32.7 million and the estimated cost of Reduced SWRv projects is \$22.6 million.
- Currently the Towns' Impervious Restoration Program is targeting Reduced SWRv for future projects.

**Example** of Impervious Restoration Project evaluation from May River Watershed Action Plan Update & Modeling Report:



Figure 52. McCracken Middle School/Bluffton Elementary School Proposed Stormwater BMP Retrofits

**Work Performed and Current Status as of August 25, 2022 Meeting****Update for WAPAC February 23, 2023 Meeting:**

- Drafted a detailed scope of work for Engineering Consultant Firm review and cost proposal (Expression of Interest) regarding performance of the following work elements related to MRWAP Update recommendations for implementation:

**Task 1 : MRWAP Update 11 site locations**

Eleven (11) proposed project sites Rose Dhu Creek (6 projects) and Stoney Creek (5 projects):

**Yellow** highlight indicates geotechnical evaluations complete.

- **Bluffton Early Learning Center (BELC). Participating in preliminary design development phase.**
- **Boys and Girls Club of Bluffton (BGC). Participating in preliminary design development phase.**
- **Benton House (BH). Participating in preliminary design development phase.**
- **Bluffton High School (BHS). Participating in preliminary design development phase.**
- **Buckwalter Recreation Center (BRC). Participating in preliminary design development phase.**
- **Lowcountry Community Church (LCC). Declined to Participate.**
- **McCracken Middle School/Bluffton Elementary School (MMSBES). Participating in preliminary design development phase.**
- **May River High School. Participating in preliminary design development phase.**
- **One Hampton Lake Apartments (OHLA). Participating in preliminary design development phase.**
- **Pritchardville Elementary School (PES). Participating in preliminary design development phase.**
- **Palmetto Pointe Townes (PPT). Declined to Participate.**
- Evaluate 11 sites and proposed BMPs. **Complete.**
- Update concept plans for 11 sites based on site evaluations, recommendations and discussions. **Complete.**
- Perform geotechnical evaluations at each site at locations related to BMP locations of updated concept plans. **Completed for the 5 school sites.** Geotechnical evaluations for the remaining 4 participating partner sites are being schedule based on recent property owner participation status being known/confirmed.
- Refine updated concepts and use for presentations to Property Owner to discuss Impervious Restoration Program goals, objectives and gain support for Program and their participation.
  - Developpe list of “incentives” to secure Property Owner participation (see Policy Document Formulation below).

- Based on geotechnical information and Property Owner feedback further refine concept plans to Preliminary Design:
  - Determine BMP types and location to maximize SWRV/WQ treatment in cost effective approach.
  - Determine estimated pollutant load reductions.
  - Develop site specific BMP details.
  - Develop preliminary BMP maintenance schedule and cost for each site.
- Preliminary Design development plans will be presented to the Property Owner for review and discussion. Other Restoration Program details (maintenance responsibilities, easements, incentives, etc.) developed as part of the Program (see Policy Document Formulation below) will also be discussed in hopes of establishing a commitment from the Property Owner to participate in the Program. Once a “commitment” is secured from the Property Owner, the project site will be moved to Final design, permitting, and ultimately construction.

**Task 2:** Identify 15 new project sites for Town of Bluffton Impervious Restoration/BMP Retrofit Projects.

- The Town wishes to identify an additional 15 project sites located within the municipal limits of Bluffton for the Impervious Restoration/BMP Retrofit Program. However, the criteria for site selection will be considered to be more “low hanging fruit” based on the following:
  - Within Town of Bluffton Municipal limits.
  - Soils – sandy soils with high infiltration rates offer the biggest bang for the buck for water quality treatment/improvement. Utilizing soil survey and other information target sites where infiltration can be maximized on-site.
  - Public or governmental agency land/property owner (not SCDOT RoW).

**Update for WAPAC February 23, 2023 Meeting:**

Desktop analysis and field work performed to develop a list of 45 sites that potentially meet the criteria above. This list of potential sites is under review/evaluation.

## **Town of Bluffton Impervious Restoration/BMP Retrofit Policy Documents.**

**Task 3:** Section 5.4.4. Stormwater BMP Retrofit Projects of the May River Watershed Action Plan Update and Model Report identifies potential Impervious Restoration/BMP Retrofit projects located on Public and Private Land. As mentioned earlier, one of the primary site selection criteria, at time of report development, was to identify sites with large impervious areas so that pollutant load reductions could be estimated and the benefits of such projects on stormwater quality quantified/estimated, if implemented into construction. Generally, Public Funds are not expended to improve private property nor is Town of Bluffton funding generally expended on Public Land owned by another government entity. In order for such projects identified in Section 5.4.4. to move forward in the interest of improved water quality and for the overall

benefit and welfare of the constituents of the Town of Bluffton, Policy Documents need to be formulated that establishes the parameters of such a Program to be initiated and implemented.

#### **Work Performed and Current Status as of August 25, 2022 Meeting**

- The Expression of Interest was submitted to 3 consultant firms under existing Master Service Agreements with the Town for review and a request for response.
- All 3 Firms responded and their respective responses were evaluated, scored and discussed internally.
- A recommendation for Award was made and the Consulting Firm of Goodwyn, Mills and Cawood selected.
  1. Phase I of this work is in process under existing FY 22 funding from Watershed Management Division.
  2. Phase II of this work will be presented for Town Council review and approval in the August Town Council Meeting and FY23 funding.

#### **Update for WAPAC February 23, 2023 Meeting:**

Phase II work was approved by Town Council and work has been initiated and reported herein.

- Phase I work completed by Consultant and Town:
  1. Review of recommendations of the MRWAP Update.
  2. On-site evaluations at each proposed site.
  3. Meetings with Beaufort County School District.
    - 6 of the 11 sites are located on School property. The School District is deemed an important project partner and as such several meeting have been help to discuss the program and need for project BMPs to improve water quality. The School District has granted permission for us to perform initial site investigations, provided site specific plan information, future development plans on each site and expressed a willingness to participate in the Program.
    - Drafted a Letter to Non-School Property Owners describing the Impervious Restoration Program goals and objectives and requesting a meeting to discuss and gain support.
  4. Policy Document Formulation has been initiated and includes research of similar Programs Nationwide.

#### **Update for WAPAC February 23, 2023 Meeting:**

2 DRAFT Policy Documents have been submitted for review and comment. Comments are being evaluated and addressed by consultant and an update DRAFT Policy Document is expected by April 2023.

#### **Other, Related MRWAP Update Recommendations**

- Adopt proposed regional Southern Lowcountry Post Construction Stormwater Ordinance and Design Manual - complete September 2021.
- The Town should incorporate volume reduction BMPs (those that encourage infiltration) within existing and future CIP projects to the maximum extent practical, especially for project locations with well-drained soils (HSG A or B) – in progress, see below.



- **Work Performed and Current Status as of August 25, 2022 Meeting**
  - Bridge Street Streetscape Project
    - Project design/permitting is complete, and Construction Contract has been awarded.
    - Incorporated Infiltration BMPs within the project to capture and treat 1.95" of rainfall over impervious surfaces within the project area, prior to discharge into the May River.
    - Received Section 319 Grant from DHEC to cost-share cost of construction of proposed BMPs.

**Update for WAPAC February 23, 2023 Meeting**  
 Construction was initiated by JS Construction in early December 2022. Construction considered 65% complete.
  - Pritchard Street Drainage Improvement Project
    - Project in Design Phase and considered 30% complete.
    - Incorporated Infiltration BMPs within the project to capture and treat 1.95" of rainfall over impervious surfaces within the project area, prior to discharge into Heyward Cove.
    - Submitted Section 319 Grant proposal to DHEC to cost-share cost of construction of proposed BMPs. Pre-proposal was accepted, and Full Proposal was requested by DHEC. Under Review.

**Update for WAPAC February 23, 2023 Meeting**

    - 70% design plan submitted, reviewed and comments presented to consultant.
    - 319 Grant was awarded by DHEC to the Town.
- In-House Microbial Source Tracking – **in progress**, see below
  - The Town entered a Memorandum of Understanding (MOU) with the University of South Carolina Beaufort (USCB) in July 2021 to establish and fund a regional Microbial Source Tracking (MST) laboratory capable of accepting environmental water quality samples.
  - Analytical services are provided by the USCB-MST laboratory for all environmental samples collected by the Town.
  - **Update for WAPAC February 23, 2023 Meeting** Staff has collected additional fecal samples needed for dog, bird, and deer. The USCB-MST Laboratory is conducting the assessment on additional fecal samples and Dr. Pettay will provide a final report to the Town once all fecal markers in regional watersheds have been analyzed.
- Future (new) Bacteria Monitoring Locations - **in progress**, see below
  - Staff increased sampling frequency and implemented additional monitoring sites and parameters in the May River headwaters based upon recommendations in the 2020 May River Watershed Action Plan Update and Model Report.
  - **Update for WAPAC February 23, 2023 Meeting** Staff is collecting intermittent flow data at SonTek IQ sites in conjunction with grab FIB samples.
  - **Update for WAPAC February 23, 2023 Meeting** Staff is working with the consultant to identify recommended strategies for intermittent flow data collection and a review of the Town's FIB grab sample schedule.

- Future (new) Water Flow Monitoring Locations.
  - **Work Performed and Current Status as of August 25, 2022 Meeting**
    - The MRWAP Update included recommendations for the Town to perform certain rainfall and flow data measurements in May River Headwater Watersheds in order to “calibrate” and make more accurate Model predictions. These recommendations were evaluated and a game plan to address recommendations to calibrate model developed.
      - Utilizing existing flow and rainfall data collected over past years with rain gauges, IQ Plus and Sontek measuring instruments in Stoney Creek, Rose Dhu Creek, Palmetto Bluff, Duck Pond and Heyward Cove, the Town hired a consultant to review the data and determine:
        - Useful data obtained to gain the required information to calibrate model.
          - The data obtained from Stoney Creek and Heyward Cove was deemed sufficient for Model calibration and Final report for this work is in process.
          - Duck Pond was deemed inconsequential, not needed due to drainage area size and proximity/outfall to tidal waters.

**Update for WAPAC February 23, 2023 Meeting**

- Consultant Final Report delivered, and Model Calibration Data for Stoney Creek and Heyward Cove identified.
- If data review resulted in insufficient data, develop a monitoring program that would produce the data needed.
  - Rose Dhu Creek and Palmetto Bluff flow data review resulted in data that was insufficient to calibrate Model.
  - Final report identifying recommended strategies to gain required data is in process.
  - Potential purchase of telemetry stations to equip continuous flow monitoring stations with real-time data access.

**Update for WAPAC February 23, 2023 Meeting**

- Final Report delivered. Based on recommendations of data and process needed, staff has procured needed telemetry station equipment and has hired a consultant to assist in getting the intermittent and continuous flow data and producing a Final Report. The field work installation of equipment is being scheduled. Once installed and operational, data collection will last 6 months.



## May River Watershed Action Plan Advisory Committee Meeting

Thursday, April 27, 2023 at 3:00 PM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.  
Council Chambers

### AGENDA

- I. **CALL TO ORDER**
- II. **ROLL CALL AND CONFIRMATION OF QUORUM**
- III. **ADOPTION OF THE AGENDA**
- IV. **ADOPTION OF MINUTES**
- V. **PUBLIC COMMENTS**
- VI. **OLD BUSINESS**
  1. Letter of Support to Update the 2004 Baseline Assessment of Environmental and Biological Conditions in the May River [Town's Fiscal Year 2024 (FY24) Budget]
  2. Water Quality Monitoring Program (Standing Item) - Beth Lewis, Water Quality Program Administrator
    - a. Microbial Source Tracking (MST) Update
    - b. SCDHEC Shellfish Data Update
- VII. **NEW BUSINESS**

No New Business
- VIII. **DISCUSSION**
  1. WAPAC Strategic Plan Priority #4 Town Council Report
  2. WAPAC Strategic Plan Priority #3
- IX. **ADJOURNMENT**

**NEXT MEETING DATE: May 25, 2023 - 3:00 P.M.**

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*"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."*

*In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of*

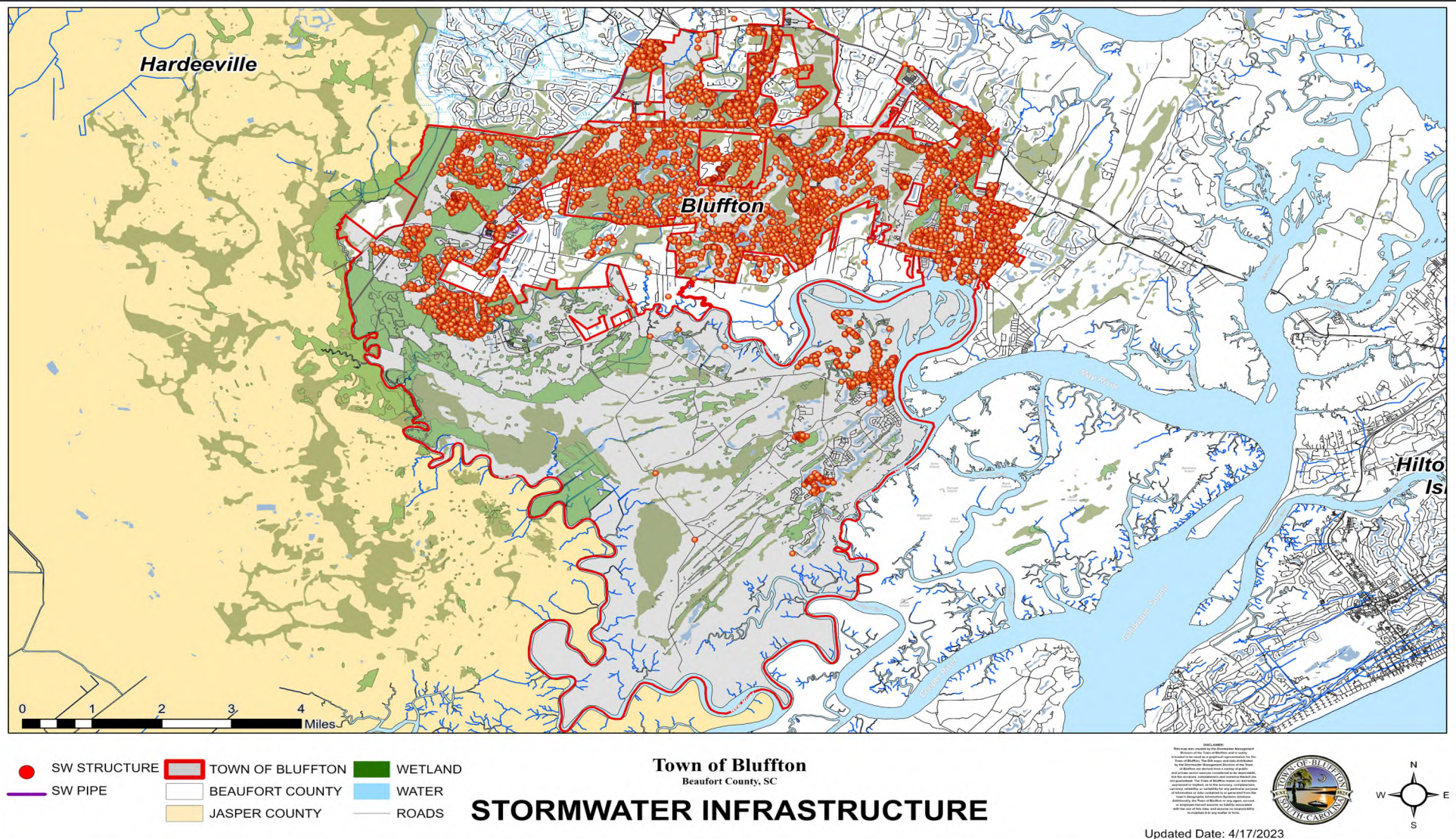
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*disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or [adacoordinator@townofbluffton.com](mailto:adacoordinator@townofbluffton.com) as soon as possible but no later than 48 hours before the scheduled event.*

*\*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. Public comment must not exceed three (3) minutes.*



# MS4 Minimum Control Measure #3 – IDDE (Illicit Discharge Detection & Elimination): Stormwater Infrastructure Inventory

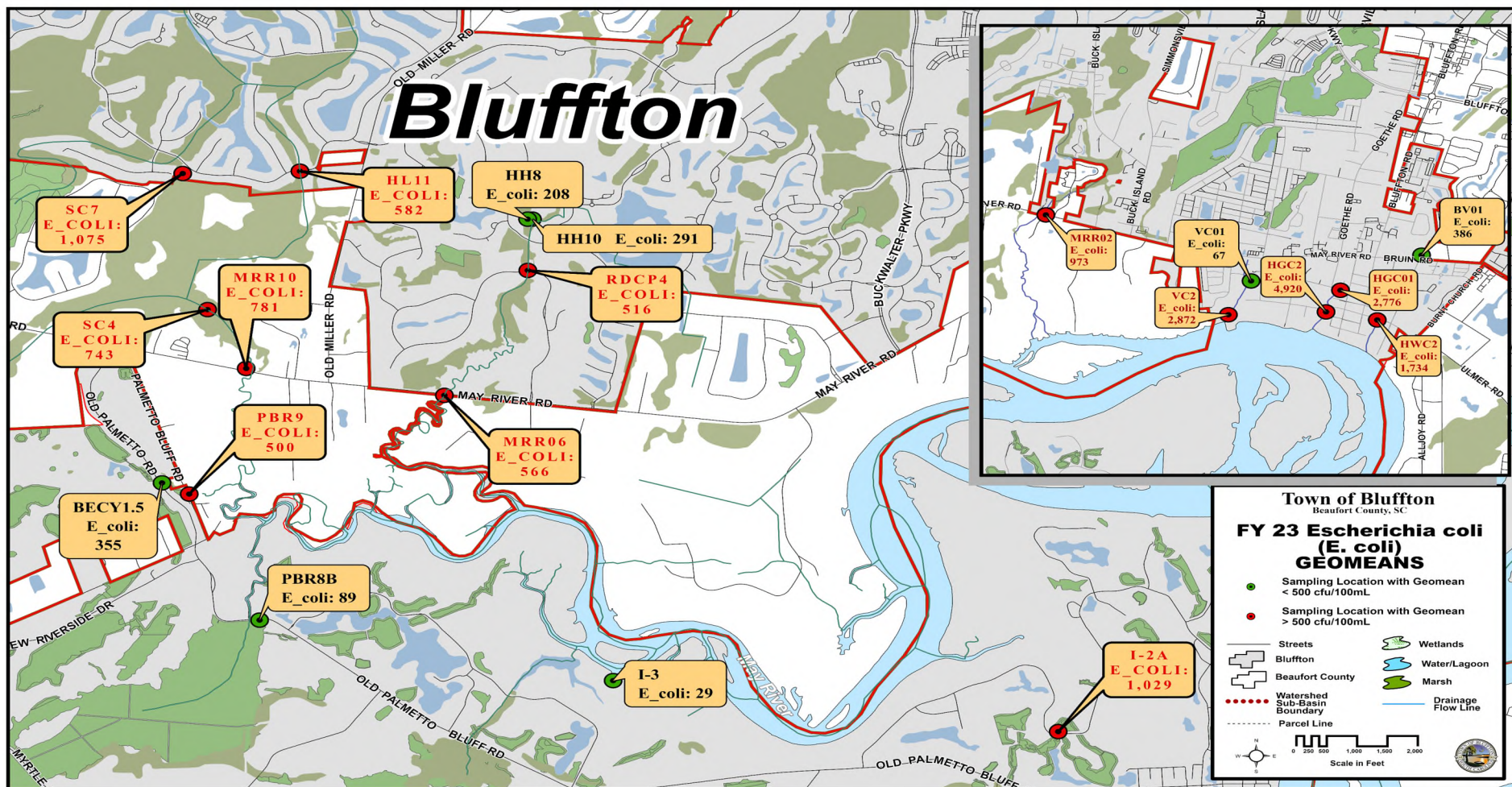


## Stormwater Infrastructure Inventory Collection Status

Collection Totals	16,657
FY 2023 YTD Collection Totals	2,341
FY 2022 Collection Totals	2,705



# MS4 Minimum Control Measure #3 – IDDE: *E. coli* Concentrations Trend Map



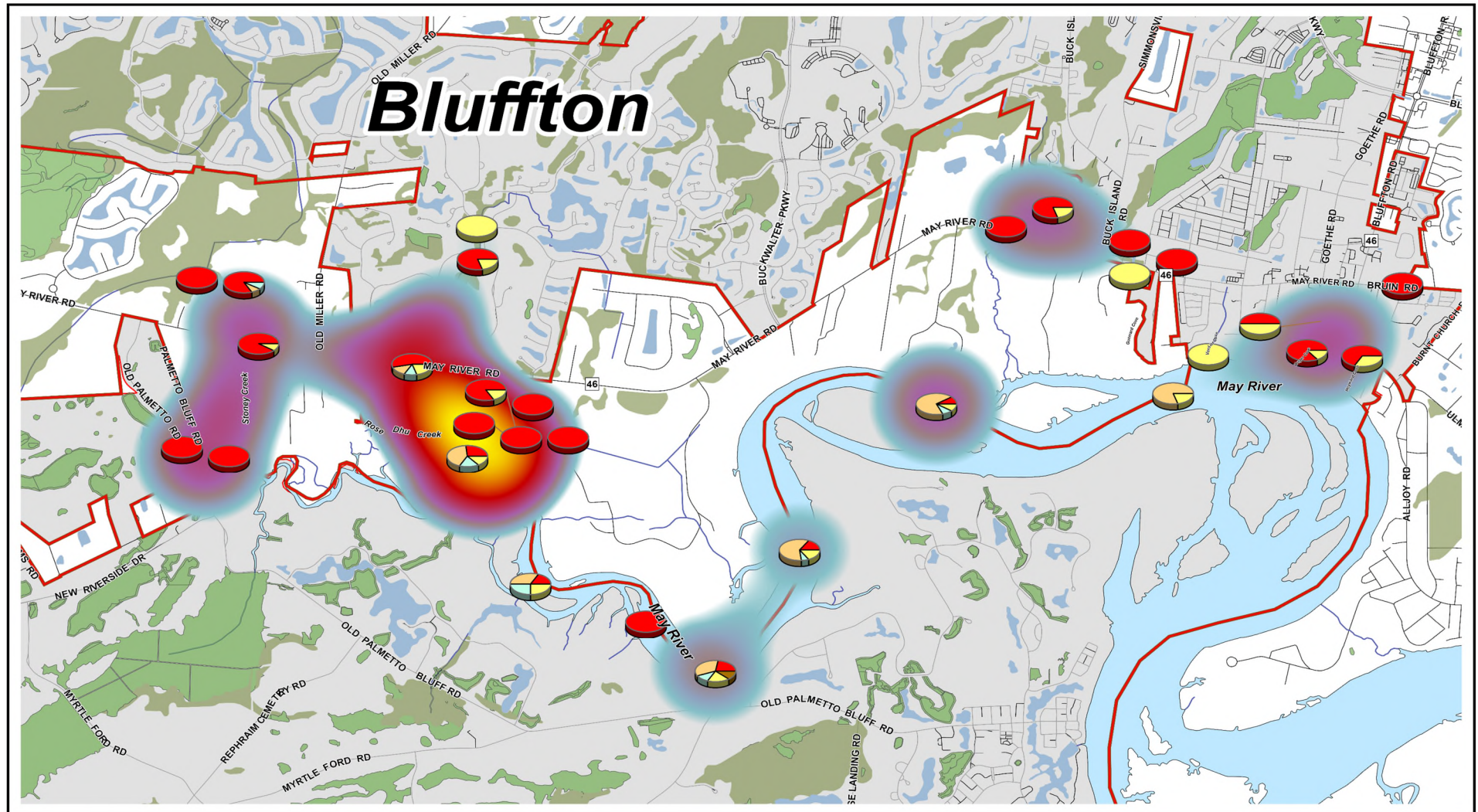
E coliform geomeans updated as of: 4/17/2023

	USCB Water Quality Samples	Microbial Source Tracking Samples	MS4 Quarterly Samples Collected
FY 2023 YTD Totals	502	83	72
FY 2022 Totals	447	78	119
FY 2021 Totals	380	115	179

Totals include only samples submitted for laboratory analysis, and not in situ data.



# MS4 Minimum Control Measure #3 – IDDE: Microbial Source Tracking (MST) Trend Map



MSTSamplingResults

MST Sampling Sites



- Human
- Bird
- Deer
- Dog
- Horse

Intensity of samples

- Representative of Low Sampling Distribution
- Representative of High Sampling Distribution

## MICROBIAL SOURCE TRACKING (MST) LOCATIONS

Samples at Sites With Positive Detection  
and the Intensity of Positive Hits

Town of Bluffton  
Beaufort County, SC

- Town Jurisdiction
- Beaufort County
- Drainage Flow Lines

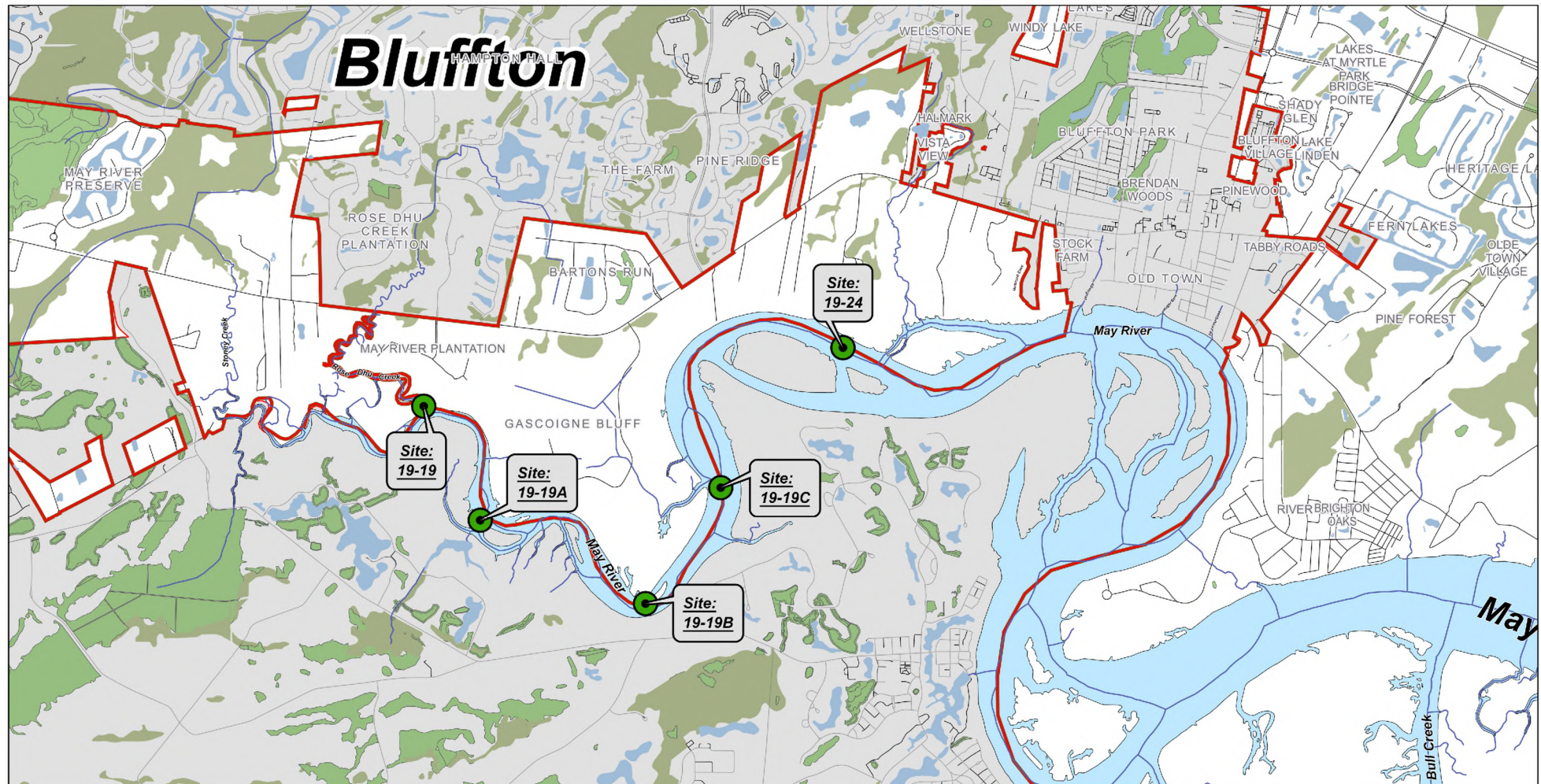


Updated Date: 4/17/2

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# MS4 Minimum Control Measure #3 – IDDE: Microbial Source Tracking (MST) Map – Human Sources

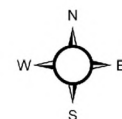


- MST Sampling Location Without Detection
- MST Sampling Location With Detection
- Flowline
- Street
- Town Jurisdiction
- County Jurisdiction

## MICROBIAL SOURCE TRACKING LOCATIONS

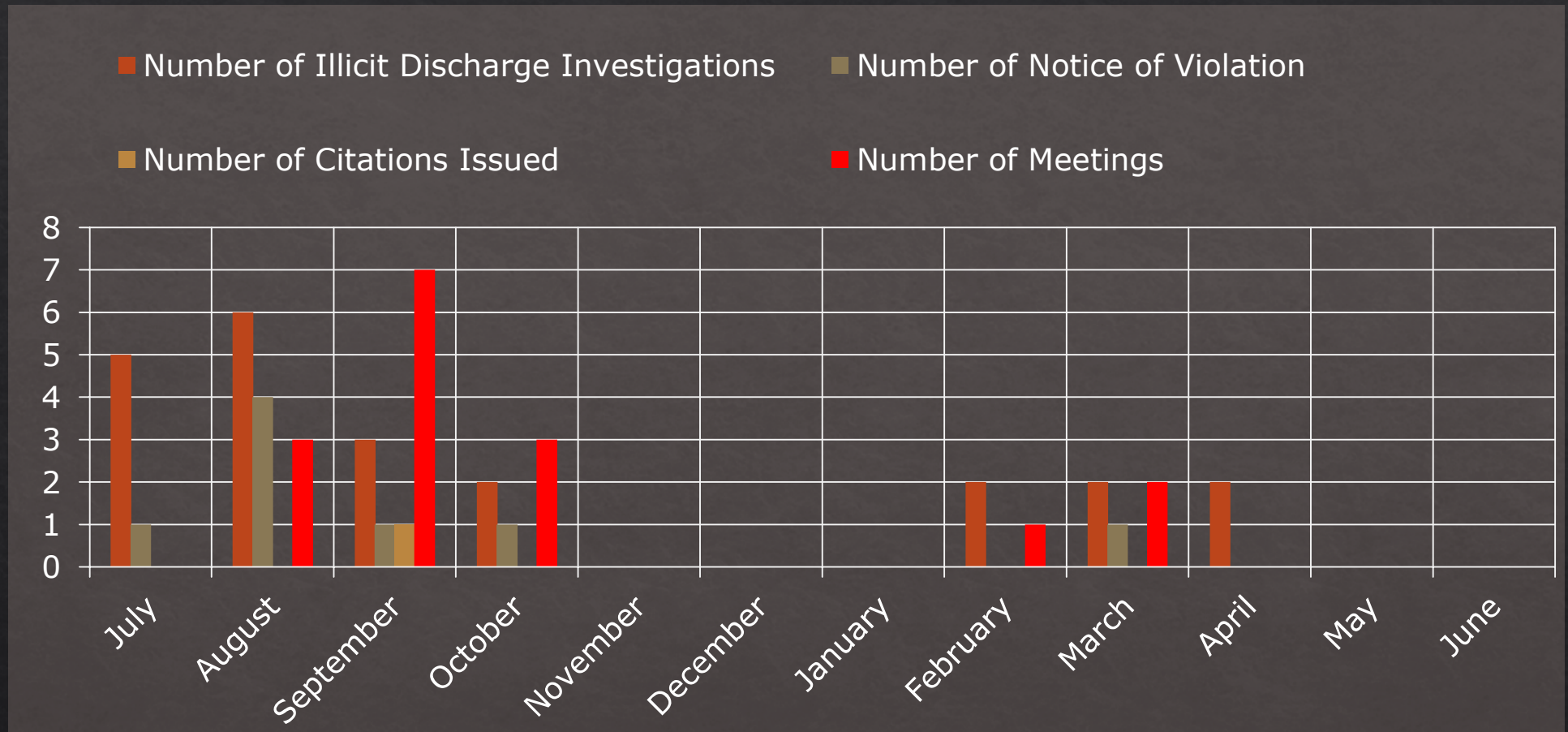
Sampling Results April 2023

Town of Bluffton  
Beaufort County, SC



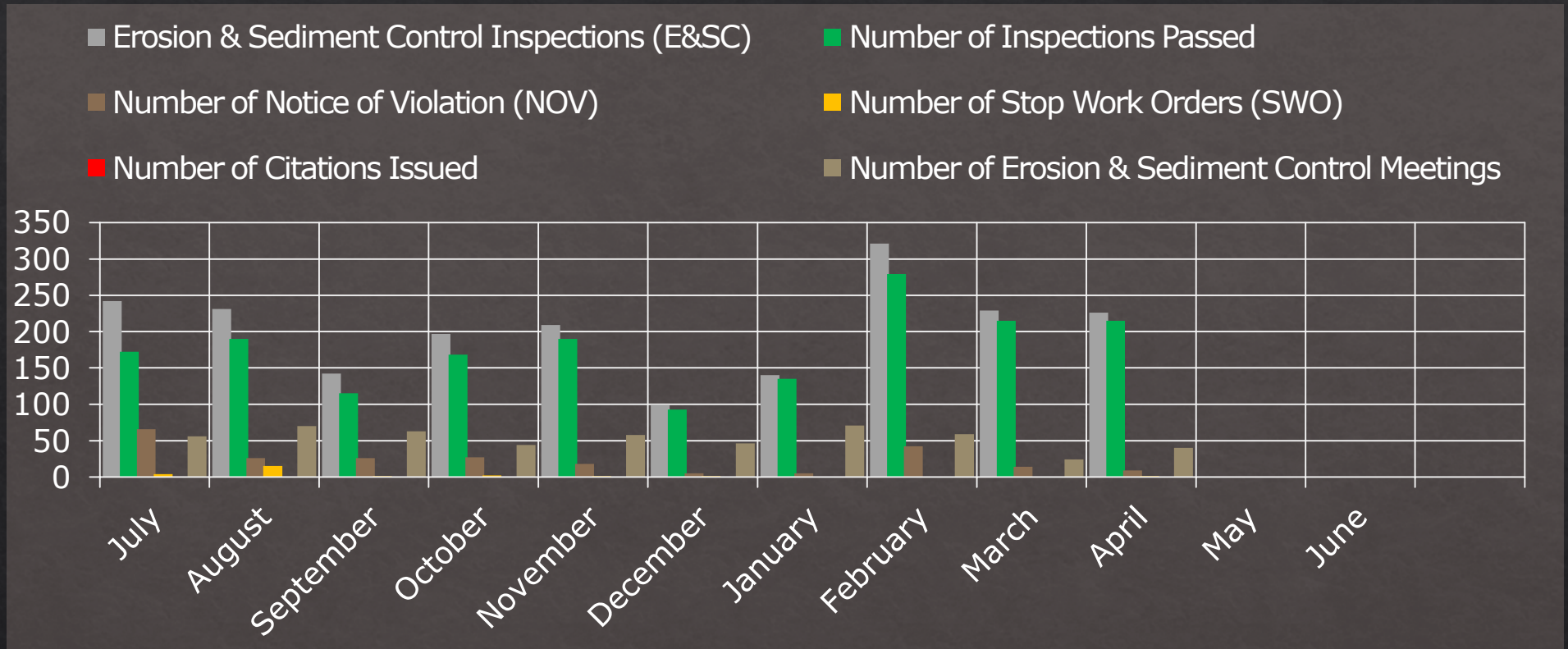


# MS4 Minimum Control Measure #3 – IDDE: Illicit Discharge Investigations



	Number of Illicit Discharge Investigations	Number of Notices of Violation Issued	Number of Citations Issued	Number of Meetings
FY 2023 YTD Totals	22	8	1	16
FY 2022 Totals	30	5	3	17
FY 2021 Totals	36	11	1	29

## MS4 Minimum Control Measure #4 - Construction Site Stormwater Runoff Control

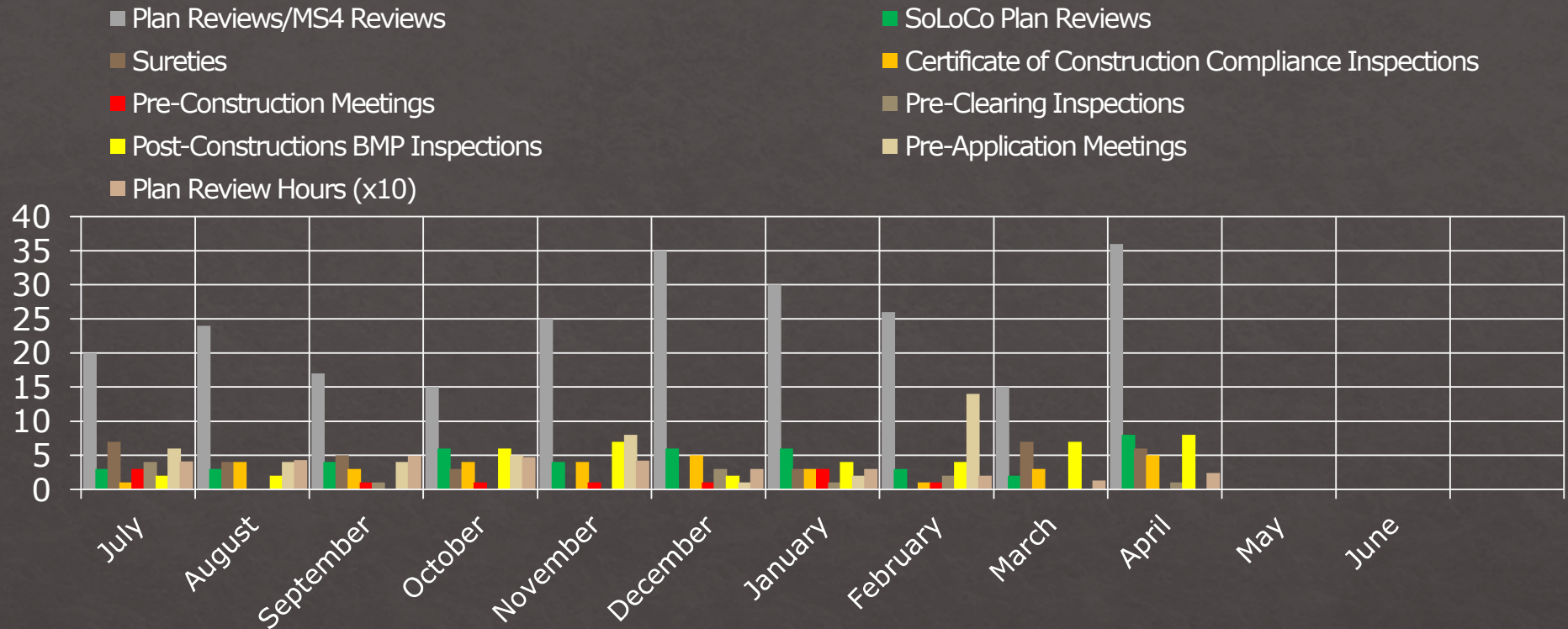


	Number of Sediment & Erosion Control Inspections	Number of Inspections Passed	Number of NOV's Issued	Number of SWO Issued	Number of Citations Issued	Number of E&SC Meetings
FY 23 YTD Totals	2,036	1,772	238	25	0	531
FY 2022 Totals	3,127	2,701	392	49	0	673
FY 2021 Totals	1,805	1,527	267	32	4	413



## MS4 Minimum Control Measure #5

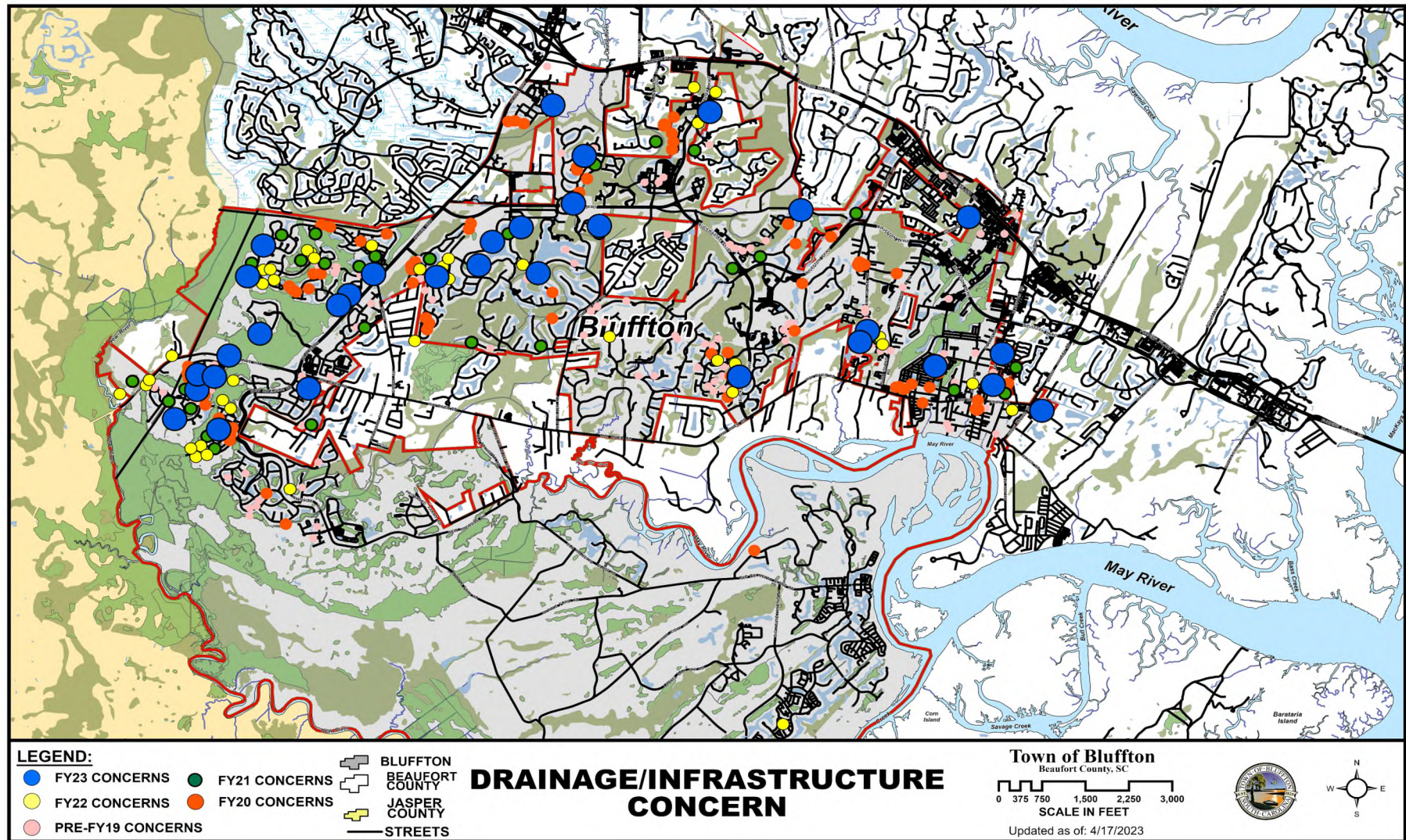
### Stormwater Plan Review & Related Activity



	Plan Reviews MS4 Reviews	SoLoCo Plan Reviews	Sureties	CCC Inspections	Pre-Construction Meetings	Pre-Clearing Inspections	Post Construction BMP Inspections	Pre-Application Meetings	Total Plan Review Hours
FY 2023 YTD	243	45	35	33	11	12	42	44	339 Hrs.
FY 2022 Totals	231	13	42	26	30	23	44	26	454 Hrs.
FY 2021 Totals	186	0	61	55	24	24	22	41	789 Hrs.



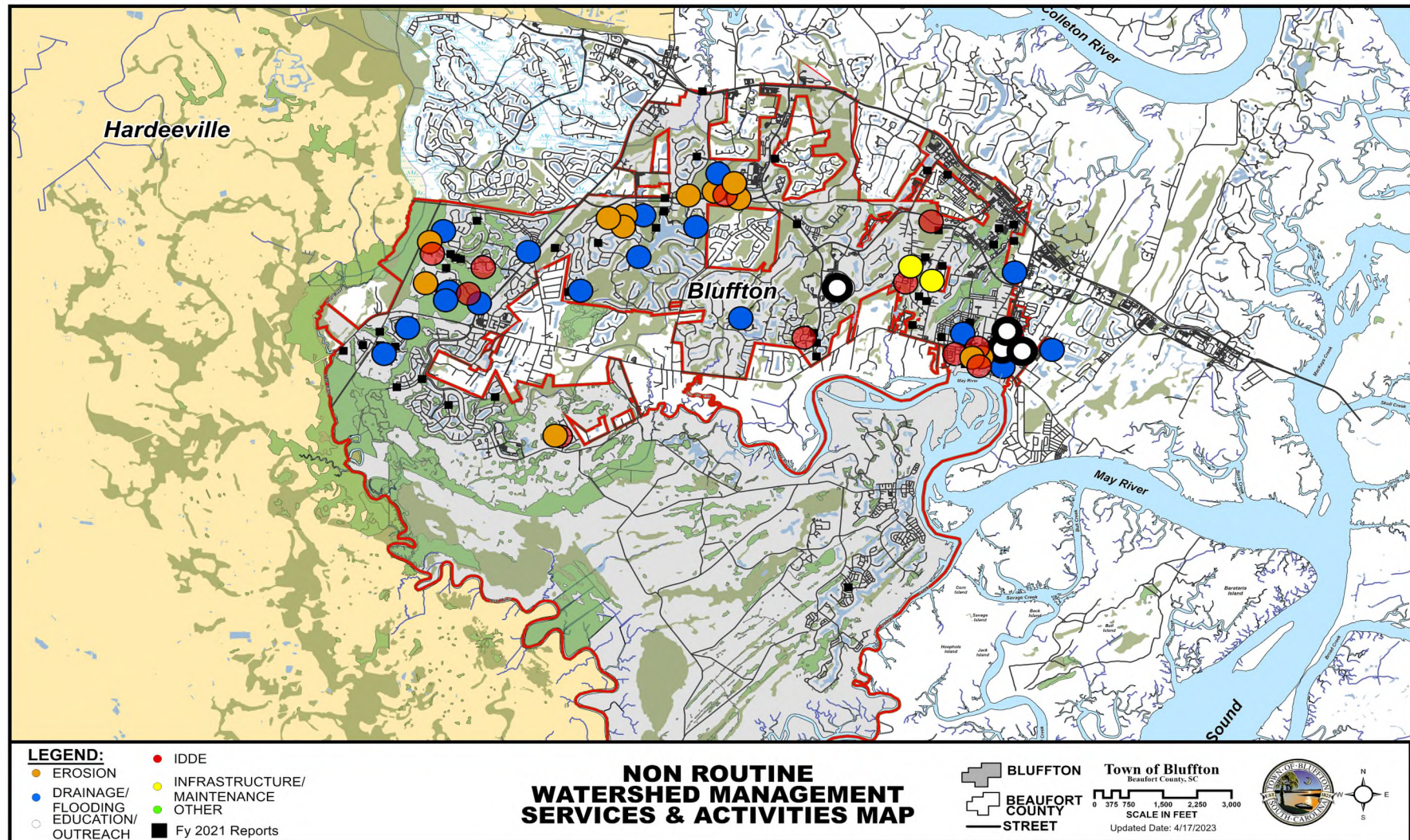
# Citizen Drainage, Maintenance and Inspections Concerns Map



	Number of Drainage Concerns Investigated	Number of Meetings
FY 2023 YTD Totals	58	49
FY 2022 Totals	38	34
FY 2021 Totals	45	39



# Citizen Request for Watershed Mngt. Services & Activities Map



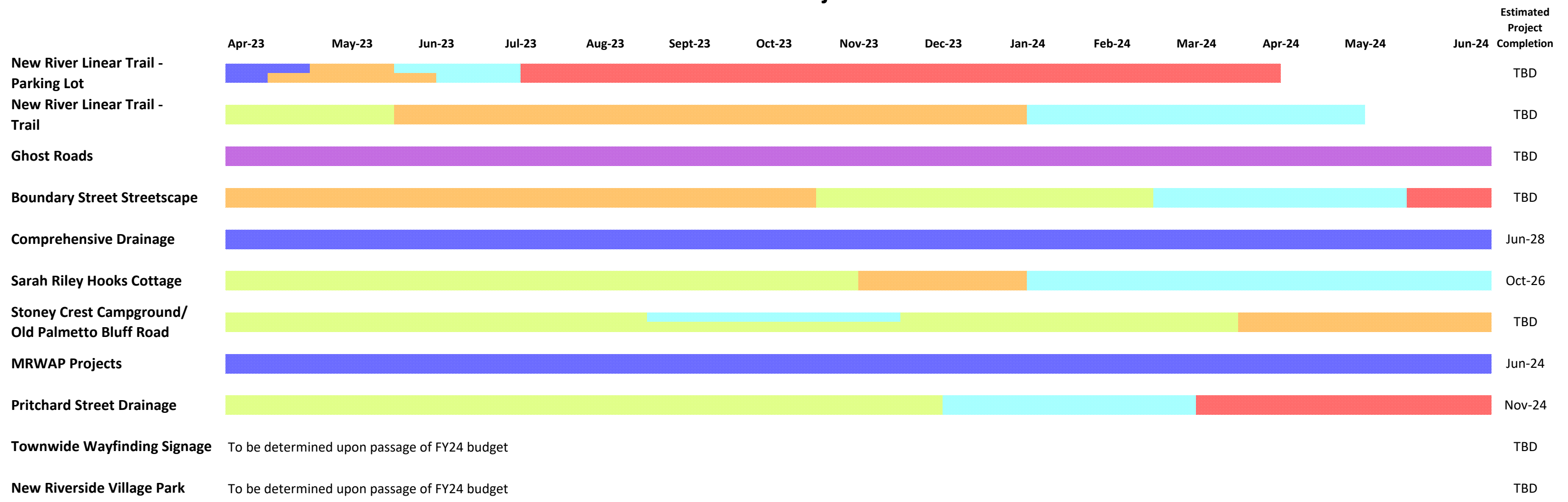
	Number of Citizen Requests Investigated	Number of Meetings
FY 2023 YTD Totals	8	10
FY 2022 Totals	33	21
FY 2021 Totals	46	36

FY24 CIP Master Project Schedule





FY24 CIP Master Project Schedule





## TOWN COUNCIL

## STAFF REPORT

## Public Services Department



<b>MEETING DATE:</b>	May 9, 2023
<b>SUBJECT:</b>	Public Services Department Monthly Report
<b>DIRECTOR:</b>	Derrick Coaxum, Director of Public Services

**PUBLIC SERVICES UPDATE**

1. **MS4 MCM – #6 Good Housekeeping (Ditch, Drainage and Roadside Maintenance)**
  - **Street Sweeping** - Performed weekly street sweeping on Calhoun Street, Highway 46, Bruin Road, May River Road, Pin Oak Street, Bridge Street, Church Street, Lawton Street, Lawrence Street, Allen Street, Water Street, Boundary Street, and curbs and medians on Simmonsville and Buck Island Roads.
  - **Ditch Inspections** - Performed ditch inspections
    - Arrow ditch (2,569 LF)
    - Red Cedar ditch (966 LF)
    - Buck Island roadside ditch (15,926 LF)
    - Simmonsville roadside ditch (13,792 LF)
  - **Ongoing Roadside Mowing, Litter Clean-up and Maintenance** of Hampton Parkway, Buck Island and Simmonsville Roads, Goethe Road, Shults Road, Jason and Able Streets, Whispering Pine Road, May River Road, Bluffton Road, Boundary, Calhoun, Bridge Street, Pritchard Street, Buckwalter Boulevard, Bruin Road, Green Street, James Gadson Drive, Thomas Heyward, Church St, Water St, and Lawton St.
2. **FACILITIES**
  - **Ongoing Maintenance** of Town Hall, Law Enforcement Center, Public Services, Rotary Community Center, Watershed Management, Police Sub-station, Don Ryan Center, and general repairs of the Garvin House.
3. **PARKS**
  - **Ongoing Park Facilities and Landscape Maintenance** of Dubois Park, Martin Family Park, Oscar Frasier, Field of Dreams, Buckwalter Place Park, Oyster Factory Park, Pritchard Pocket Park, May River Pocket Park, Wright Family Park, Eagles Fields, New Riverside Barn, New River Trail, and the newly acquired Evercore Park.

**4. PREPPING FOR SPECIAL AND CIVIC EVENTS**

**5. BEAUTIFICATION PROGRAM**

- **Butterfly Garden at Oyster Factory Park Maintenance** - ongoing routine
- **Planters Maintenance** - ongoing routine
- **Banners** – Seasonal
- **Contractor Coordination** – Annual tree trimming

**6. ATTACHMENTS**

- **Public Services Monthly Cost Report** – Attachment 1
- **Beautification Committee Agenda** – Attachment 2

**Public Services Monthly Cost Reports - March 2023***(Cost Includes Labor and Equipment)*

<b>FACILITIES</b>	<b>COST</b>
Garvin House	\$124.32
Don Ryan Center	\$135.25
Law Enforcement Center	\$2,044.85
Police Substation	\$255.71
Public Services	\$1,572.11
Rotary Community Center	\$9,650.92
Town Hall	\$2,251.19
Watershed Management	\$334.61
Oyster Factory Dock	\$0.00
10 Acres Lot	\$75.00
Sarah Reilly Home	\$0.00
<b>TOTAL COST</b>	<b>\$16,443.96</b>

<b>PARKS</b>	<b>COST</b>
Buckwalter Place Park	\$1,575.33
Dubois Park	\$2,378.63
Martin Family Park	\$1,856.46
May River Rd Pocket Park	\$132.46
New Riverside Trail Head Park	\$0.00
Oscar Frazier Park	\$3,262.36
Oyster Factory Park	\$2,158.21
Pritchard Pocket Park	\$61.25
Wright Family Park	\$1,745.95
Herbkersman Plaza	\$360.15
Evicore Park	\$205.89
New Riverside Barn Property	\$0.00
<b>TOTAL COST</b>	<b>\$13,736.69</b>

<b>ROADS AND TRAILS</b>	<b>COST</b>
Able Street	\$265.35
Bluffton Road	\$1,836.80
Boundary Street	\$180.50
Bridge Street	\$350.66
Bruin Road	\$180.50
Buck Island Road	\$2,149.54
Buckwalter Place Boulevard	\$458.78
Burnt Church Road	\$0.00
Calhoun Street	\$180.50
Dr. Mellichamp Drive	\$813.65
Goethe Road	\$771.00
Hilderbrand Road	\$107.00
Jason Street	\$190.45
Lawrence Street	\$107.00
May River Road	\$1,405.24
Persimmon Street	\$107.00
Pin Oak Street	\$0.00
Pritchard Street	\$107.00
Shults Road	\$661.46
Simmons Road	\$1,601.72
Thomas Heyward Street	\$107.00
New River Trail North	\$0.00
New River Trail South	\$0.00
Hampton Parkway	\$549.25
Little Aaron Road	\$0.00
Church Street	\$107.00
Allen Street	\$107.00
Water Street	\$107.00
Lawton Street	\$107.00
Wharf Street	\$0.00
Green Street	\$373.42
<b>TOTAL COST</b>	<b>\$12,931.82</b>



## Beautification Committee Meeting

Thursday, April 20, 2023 at 9:00 AM

Henry "Emmett" McCracken Jr., Town Council Chambers

### AGENDA

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. ADOPTION OF THE AGENDA**

**IV. ADOPTION OF MINUTES**

**1. March 17, 2023 Minutes**

**V. PUBLIC COMMENTS**

**VI. OLD BUSINESS**

**1. Flower Pot Updates**

**VII. NEW BUSINESS**

**1. Vote on Moving Meetings from Fridays to Thursdays.**

**VIII. DISCUSSION**

**1. Arbor Day Celebration**

**IX. ADJOURNMENT**

**NEXT SCHEDULED MEETING DATE: May 15, 2023 or May 16, 2023. Depending on results of Vote**

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*Coordinator at 843.706.4500 or [adacoordinator@townofbluffton.com](mailto:adacoordinator@townofbluffton.com) as soon as possible but no later than 48 hours before the scheduled event.*

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## **Director's Report – DRCI**

**April 2023**

**Entrepreneur Program Update** - There are currently 12 *Program Companies* in the Don Ryan Center with several others in the pipeline

- STARTUP companies
  1. Hull & Husk
  2. Hilton Head Coffee Roasters
  3. Wheeler Trucking (Hardeeville)
  4. Capital Chiropractic (Hardeeville)
  5. Prime IV Hydration
- HEROES companies
  1. OPFOB (STARTUP)
  2. Elite Support Americas (STARTUP)
- GROWTH
  1. MXM Productions
  2. Barbers of the Lowcountry
  3. CrossFlight
  4. Universal Bookkeeper
  5. Effervescence Yoga
  6. LoCone (On Hold for the Summer)
- Standing meetings with every company at least 2 times per month
- Multiple screening calls with leads that are interested in learning about our Programs
- Effervescence Yoga kickoff meeting
- Due Diligence Meetings with Custom Audio Visual, Dr. Kara Kalkreuth and Jamie Castle from Flash Technology.
- 2<sup>nd</sup> due diligence meetings with Beachside tires and Mom Hub

## **Operations**

- EOS Training with DRCI Mentor Stu Haney
- Audited and updated DRCI website

## **Mentor Program**

- 70 Mentors

## **Partnerships**

### **Hardeeville**

- Working with City of Hardeeville to cross-pollinate social media sites DRCI/HDV
- HDV Newsletter
- Planning Business 301 Event for April. The focus will be on finances and funding
- Initial phone call with Hardee Greens Due Diligence meeting scheduled for May

### **BlacQuity**

- Ongoing classes at DRCI

### **Beaufort County Economic Development Corporation**

- Working with them on multiple projects
- Attended BCEDC Board Meeting
- TCL Workforce Luncheon - Culinary School of the Lowcountry
- TOB/BCEDC project meeting for Buckwalter development

### **SCORE**

- Working with SCORE to find additional mentors for DRCI

### **Greater Bluffton Chamber**

- Lunch and Learn at The HUB on April 6<sup>th</sup>. The topic was marketing
- Attended Coffee and Connection
- Met with Mark Nixon of Greater Bluffton Chamber to talk about our partnership and how we can better serve each other
- Connected Rita's with GBCC and they became members. Rita's, GBCC & DRCI collaborated for the ribbon cutting

### **HHI Chamber of Commerce**

- Networking at Conversations & Cocktail event
- Attending ribbon cuttings including DRCI's very own Hilton Head Coffee Roasters

### **BusinessATTRACT**

- Attended BusinessAttract monthly meeting
- Planning Fall 2023 event with us and BCSD - Aerospace, manufacturing and Healthcare focus
- Next Meeting May 15th

### **Marketing**

- Working with Town of Bluffton to cross-pollinate social media sites DRCI/TOB
- Social Media
- Newsletter

### **Board of Directors Meeting**

- Reviewed and interviewed 4 Board applicants
- Presented applicants to the Board and members were selected to recommend to Town Council =





# GROWTH MANAGEMENT UPDATE

May 9, 2023

## 1. Town Council Appointed Boards/Commissions/Committees/Citizen Group Meetings:

- a. **Planning Commission:** April 26, 2023, meeting agenda attached. Next meeting scheduled for Wednesday, May 24, 2023.
- b. **Historic Preservation Commission:** April 5, 2023, meeting agenda attached. Next meeting scheduled for Wednesday, May 3, 2023.
- c. **Board of Zoning Appeals:** April 4, 2023, cancellation notice attached. Next meeting scheduled for Tuesday, May 2, 2023.
- d. **Development Review Committee:** April 5, 12 & 26, 2023 meeting agendas attached. April 19, 2023, cancellation notice attached. Next meeting scheduled for Wednesday, May 3, 2023.
- e. **Historic Preservation Review Committee:** April 3 & 24, 2023 meeting agendas attached. April 10 & 17, 2023, cancellation notices attached. Next meeting scheduled for Monday, May 1, 2023.
- f. **Construction Board of Adjustment and Appeals:** April 25, 2023, cancellation notice attached. Next meeting scheduled for Tuesday, May 23, 2023.
- g. **Affordable Housing Committee:** April 13, 2023, meeting agenda attached. Next meeting scheduled for Thursday, May 4, 2023.

## 2. Community Development / Affordable Housing Committee Work Program:

### Neighborhood Assistance Program.

The adopted budget for the FY23 Neighborhood Assistance Program was \$190,000. An additional \$20,000 was placed into the account on January 10, 2023, to make an amended budget of \$210,000. During the March 14, 2023, Town Council meeting, Council approved an additional \$100,000 be added to the Neighborhood Assistance Program Budget which brought the overall fund balance to a total of \$310,000.

As of April 6, 2023, a total of 48 homes have been serviced for home repairs such as roofing, wet and damaged floors and septic pump out totaling \$257,920.10. The remaining budget for the 2023 fiscal year is \$52,079.90.

To date, six residents are waiting for repair estimates and repairs have begun on six homes.

**ATTACHMENTS:**

1. Planning Commission meeting agenda for April 26, 2023.
2. Historic Preservation Commission meeting agenda for Wednesday, April 5, 2023.
3. Board of Zoning Appeals cancellation notice for Tuesday, April 4, 2023.
4. Development Review Committee meeting agendas for April 5, 12 & 26, 2023 and cancellation notice for April 19, 2023.
5. Historic Preservation Review Committee meeting agenda for April 3 & 24, 2023 and cancellation notices for April 10 & 17, 2023.
6. Construction Board of Adjustments and Appeals cancellation notice for Tuesday, April 25, 2023.
7. Affordable Housing Committee meeting agenda for Thursday, April 13, 2023.
8. Building Permits and Planning Applications:
  - a. Building Permits Issued FY 2016-2023 (to April 21, 2023).
  - b. Building Permits Issued Per Month FY 2016-2023 (to April 21, 2023).
  - c. Value of Construction FY 2016-2023 (to April 21, 2023).
  - d. New Single Family Residential Building Permits Issued Per Month FY 2016-2023 (to April 21, 2023).
  - e. New Single Family Residential Building Permits Issued by Neighborhood FY 2016-2023 (to April 21, 2023).
  - f. New Single-Family Certificates of Occupancy Issued by Neighborhood FY 2016-2023 (to April 21, 2023).
  - g. New Commercial Construction/Additions Heated Square Footage FY 2016-2023 (to April 21, 2023).
  - h. Planning and Community Development Applications Approved FY 2016-2023 (to April 21, 2023).
  - i. Multi Family Apartments Value FY 2016-2023 (to April 21, 2023).
  - j. Multi Family Apartments Square Footage FY 2016-2023 (to April 21, 2023).
  - k. Multi Family Apartments Total Units FY 2016-2023 (to April 21, 2023).
9. Planning Active Application Report



## Planning Commission

Wednesday, April 26, 2023 at 6:00 PM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.  
Council Chambers

### AGENDA

This meeting can be viewed live on [Beaufort County Channel](#), on Hargray Channel 9 and 113 or on Spectrum Channel 1304.

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. NOTICE REGARDING ADJOURNMENT

The Planning Commission will not hear new items after 9:30 p.m. unless authorized by a majority vote of the Commission Members present. Items which have not been heard before 9:30 p.m. may be continued to the next regular meeting or a special meeting date as determined by the Commission Members.

#### IV. NOTICE REGARDING PUBLIC COMMENTS\*

Every member of the public who is recognized to speak shall address the Chairman and in speaking, avoid disrespect to Commission, Staff, or other members of the Meeting. State your name and address when speaking for the record. COMMENTS ARE LIMITED TO THREE (3) MINUTES.

#### V. ADOPTION OF THE AGENDA

#### VI. CIVILITY PLEDGE

We pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of the Town of Bluffton.

#### VII. ADOPTION OF MINUTES

1. March 22, 2023 Minutes

#### VIII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA\*

#### IX. OLD BUSINESS

#### X. NEW BUSINESS

1. **1268 May River Road (Development Plan):** A request by Nathan Sturre of Sturre Engineering on behalf of the property owner, May River Project, LLC for approval of a preliminary development plan application. The project proposes the construction of a concrete apron, gravel access drive, gravel parking spaces and a concrete van accessible ADA space to accommodate conversion of the site use from residential to commercial. The property is zoned Neighborhood General – Historic District (NG-HD), consists of approximately 0.7 acres identified by tax map number R610 039 00A 0147 0000, and is located on the south side of May River Road. (DP-11-22-017440) (Staff - Dan Frazier)
2. **120 Persimmon Street (Development Plan):** A request by Sam Connor on behalf of the property owner, James Jeffcoat for approval of a preliminary development plan application. The project proposes a 6,600 SF commercial building including 1,880 SF of office space and 4,800 SF of storage space. The property is zoned Schultz Planned Unit Development and consists of 0.68 acres identified by tax map number R610 031 000 1437 0000 located within the Bluffton Park Master Plan. (DP-02-23-017665) (Staff - Dan Frazier)
3. **Washington Square Lot 4 - Starbucks (Development Plan):** A request by G3 Engineering & Surveying, LLC on behalf of the property owner, Vaquero Bluffton Partners, LP for approval of a preliminary development plan application. The project proposes a 2,500 SF commercial building to serve as a Starbucks coffeehouse. The property is zoned Buckwalter Planned Unit Development and consists of 1.03 acres identified by tax map number R614 022 000 1131 0000 located within the Berkeley Place Parcel C4 Master Plan and the Washington Square Development Plan. (DP-02-23-017687) (Staff - Dan Frazier)
4. **Unified Development Ordinance Amendments (Public Hearing):** Amendments to the Town of Bluffton's Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance (UDO), Article 3 – Application Process, Sec. 3.14, Certificate of Construction Compliance; Article 4 – Zoning Districts, Sec. 4.4.2.A., Conditional Use Standards, Outdoor Sales; Article 5 – Design Standards, Parking; Article 7 - Nonconformities; Article 9 – Definitions and Interpretation, Sec. 9.2 Defined Terms, Family & Single Household Unit; and, Sec. 9.4.1, Description of Residential Uses (Accessory Dwelling Units and Single-Family Attached Dwelling) and Sec. 9.4.3, Description of Commercial Services (Outdoor Sales). (Staff – Charlotte Moore)

## XI. DISCUSSION

## XII. ADJOURNMENT



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*\*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. Public comment must not exceed three (3) minutes.*

*Executive Session - The public body may vote to go into executive session for any item identified for action on the agenda.*



## Historic Preservation Commission

Wednesday, April 05, 2023 at 6:00 PM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.  
Council Chambers

### AGENDA

*We pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of the Town of Bluffton.*

This meeting can be viewed live on [Beaufort County Channel](#), on Hargray Channel 9 and 113 or on Spectrum Channel 1304.

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. NOTICE REGARDING ADJOURNMENT

The Historic Preservation Commission will not hear new items after 9:30 p.m. unless authorized by a majority vote of the Commission Members present. Items which have not been heard before 9:30 p.m. may be continued to the next regular meeting or a special meeting date as determined by the Commission Members.

#### IV. NOTICE REGARDING PUBLIC COMMENTS\*

Every member of the public who is recognized to speak shall address the Chairman and in speaking, avoid disrespect to Commission, Staff, or other members of the Meeting. State your name and address when speaking for the record. COMMENTS ARE LIMITED TO THREE (3) MINUTES.

#### V. ADOPTION OF THE AGENDA

#### VI. ADOPTION OF MINUTES

1. March 1, 2023 Minutes

#### VII. PUBLIC COMMENTS FOR ITEMS NOT ON THE AGENDA\*

#### VIII. OLD BUSINESS

#### IX. NEW BUSINESS

1. **Certificate of Appropriateness.** A request by Nicholas, Rob, and Michelle Nurnberg for approval of a Certificate of Appropriateness – HD application to allow the addition of a shed roof over the side entry and add an enclosed area of approximately 58 SF to the Carriage

House structure along with additional minor architectural modifications to the residential structure currently under construction located at 32 Pritchard Street in the Old Town Bluffton Historic District and zoned Neighborhood General-HD. (COFA-02-23-017656)(Staff - Katie Peterson)

**X. DISCUSSION**

**XI. ADJOURNMENT**

**NEXT MEETING DATE: Wednesday, May 3, 2023**

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*Executive Session - The public body may vote to go into executive session for any item identified for action on the agenda.*



# **PUBLIC NOTICE**

The Board of Zoning Appeals (BZA)  
Meeting scheduled for

Tuesday, April 4, 2023, at 6:00 p.m.

Has been CANCELED  
due to lack of agenda items

The next meeting is scheduled for Tuesday,  
May 2, 2023.

If you have questions, please contact  
Growth Management at: 843-706-4500



## Development Review Committee Meeting

Wednesday, April 05, 2023 at 1:00 PM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.  
Council Chambers

### AGENDA

All Applications can be viewed on the Town of Bluffton's Permit Finder page  
<https://www.townofbluffton.us/permit/>

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. PUBLIC COMMENTS

#### IV. OLD BUSINESS

#### V. NEW BUSINESS

1. **Palmetto Bluff - Block M5 (Subdivision):** A request by Mike Hughes of Thomas & Hutton for approval of a subdivision application. The project consists of creating 38 single family lots and associated infrastructure. The property is identified by tax map number R614 057 000 0001 0000 and consists of 51.3 acres located along Lupine Road within the Palmetto Bluff PUD. (SUB-03-23-017725) (Staff - Jordan Holloway)

#### VI. DISCUSSION

#### VII. ADJOURNMENT

**NEXT MEETING DATE: Wednesday, April 12, 2023**

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## Development Review Committee Meeting

Wednesday, April 12, 2023 at 1:00 PM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.  
Council Chambers

### AGENDA

All Applications can be viewed on the Town of Bluffton's Permit Finder page  
<https://www.townofbluffton.us/permit/>

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. PUBLIC COMMENTS

#### IV. OLD BUSINESS

#### V. NEW BUSINESS

1. **Lakes at New Riverside Phases 5 and 6 (Development Plan):** A request by John Paul Moore of Thomas & Hutton on behalf of Pritchard Farm, LLC for approval of a preliminary development plan. The project consists of 144 single family residential lots, open space, and associated infrastructure. The property is zoned New Riverside Planned Unit Development and consists of approximately 48.9 acres identified by tax map numbers R610 044 000 0143 0000 and R610 044 000 0002 0000 located within Parcel 9 of the New Riverside Concept Master Plan. (DP-03-23-017728) (Staff - Dan Frazier)

#### VI. DISCUSSION

#### VII. ADJOURNMENT

**NEXT MEETING DATE: Wednesday, April 19, 2023**

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# **PUBLIC NOTICE**

## **THE DEVELOPMENT REVIEW COMMITTEE (DRC)**

Meeting scheduled for

Wednesday, April 19, 2023 at 1:00 P.M.

has been CANCELED  
due to lack of agenda items

The next meeting is scheduled for  
Wednesday, April 26, 2023

If you have questions, please contact  
Growth Management at: 843-706-4500



## Development Review Committee Meeting

Wednesday, April 26, 2023 at 1:00 PM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.  
Council Chambers

### AGENDA

All Applications can be viewed on the Town of Bluffton's Permit Finder page  
<https://www.townofbluffton.us/permit/>

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. PUBLIC COMMENTS

#### IV. OLD BUSINESS

#### V. NEW BUSINESS

1. **Four Seasons at Carolina Oaks Phase 8 (Development Plan):** A request by Mike Hughes of Thomas & Hutton on behalf of Jack McSweeney of K. Hovnanian Homes for approval of a preliminary development plan. The project consists of 51 single family residential lots, open space, and associated infrastructure. The property is zoned Jones Estate Planned Unit Development and consists of approximately 22.0 acres identified by tax map numbers R614 028 000 0002 0000 located within the Cypress Ridge Master Plan. (DP-03-23-017822) (Staff - Dan Frazier)

#### VI. DISCUSSION

#### VII. ADJOURNMENT

**NEXT MEETING DATE: Wednesday, May 3, 2023**

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## Historic Preservation Review Committee

Monday, April 03, 2023 at 4:00 PM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.  
Council Chambers

### AGENDA

*We pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of the Town of Bluffton.*

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. PUBLIC COMMENT

#### IV. OLD BUSINESS

#### V. NEW BUSINESS

1. **58 Pritchard Street:** A request by Andrew Pietz, on behalf of the owner, Shifting Tides LLC, for review of a Certificate of Appropriateness - HD for a proposed 1.5-story single family residential structure of approximately 3,291 SF and Carriage House of approximately 484 SF to be located at 58 Pritchard Street, in the Old Town Bluffton Historic District and zoned Neighborhood General- HD. (COFA-03-23-017752)(Staff - Katie Peterson)

#### VI. DISCUSSION

#### VII. ADJOURNMENT

**NEXT MEETING DATE: Monday, April 10, 2023**

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# **PUBLIC NOTICE**

## THE HISTORIC PRESERVATION REVIEW COMMITTEE (HPRC)

Meeting scheduled for

Monday, April 10, 2023 at 4:00 P.M.

has been CANCELED  
due to lack of agenda items

The next meeting is scheduled for  
Monday, April 17, 2023

If you have questions, please contact  
Growth Management at: 843-706-4500



# **PUBLIC NOTICE**

## THE HISTORIC PRESERVATION REVIEW COMMITTEE (HPRC)

Meeting scheduled for

Monday, April 17, 2023 at 4:00 P.M.

has been CANCELED  
due to lack of agenda items

The next meeting is scheduled for  
Monday, April 24, 2023

If you have questions, please contact  
Growth Management at: 843-706-4500





## Historic Preservation Review Committee

Monday, April 24, 2023 at 4:00 PM

Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett" McCracken Jr.  
Council Chambers

### AGENDA

#### I. CALL TO ORDER

#### II. ROLL CALL

#### III. PUBLIC COMMENT

#### IV. OLD BUSINESS

#### V. NEW BUSINESS

1. **130 Pritchard Street:** A request by Ansley Hester Manuel, Architect, on behalf of the owners, George and Lillian Heyward, for review of a Certificate of Appropriateness - HD for the renovation of, and addition of 170 SF to the Contributing Resource, known as The Bluff, a 1-story single family residential structure of approximately 2,187 SF located at 130 Pritchard Street, in the Old Town Bluffton Historic District and zoned Riverfront Edge- HD. (COFA-03-23-017840)(Staff - Katie Peterson)

#### VI. DISCUSSION

#### VII. ADJOURNMENT

**NEXT MEETING DATE: Monday, May 1, 2023**

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*"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."*

*In accordance with the requirements of Title II of the Americans with Disabilities Act of 1990 ("ADA"), the Town of Bluffton will not discriminate against qualified individuals with disabilities on the basis of disability in its services, programs, or activities. The Town of Bluffton Council Chambers are ADA compatible. Any person requiring further accommodation should contact the Town of Bluffton ADA Coordinator at 843.706.4500 or [adacoordinator@townofbluffton.com](mailto:adacoordinator@townofbluffton.com) as soon as possible but no later than 48 hours before the scheduled event.*

*\*Please note that each member of the public may speak at one public comment session and a form must be filled out and given to the Town Clerk. Public comment must not exceed three (3) minutes.*



# **PUBLIC NOTICE**

The Construction Board of  
Adjustments and Appeals (CBAA)  
Meeting scheduled for

Tuesday, April 25, 2023, at 6:00 P.M.

has been CANCELED.  
due to lack of agenda items.

The next meeting is scheduled for  
Tuesday, May 23, 2023.

If you have questions, please contact.  
Growth Management at: 843-706-4500



## **Affordable Housing Committee Meeting**

**Thursday, April 13, 2023, at 10:00 AM**

**Theodore D. Washington Municipal Building, 20 Bridge Street, Henry "Emmett"  
McCracken Jr. Town Council Chambers**

### **AGENDA**

This meeting can be viewed live on [Beaufort County Channel](#), on Hargray Channel 9 and 113 or on Spectrum Channel 1304.

#### **I. CALL TO ORDER**

#### **II. ROLL CALL**

#### **III. ADOPTION OF THE AGENDA**

#### **IV. ADOPTION OF MINUTES**

1. March 2, 2023

#### **V. OLD BUSINESS**

#### **VI. NEW BUSINESS**

1. FY23 Neighborhood Assistance Program Budget Update
2. 2023 Fair Housing Month Proclamation

#### **VII. PUBLIC COMMENTS**

#### **VIII. DISCUSSION**

#### **IX. ADJOURNMENT**

*"FOIA Compliance – Public notification of this meeting has been published and posted in compliance with the Freedom of Information Act and the Town of Bluffton policies."*

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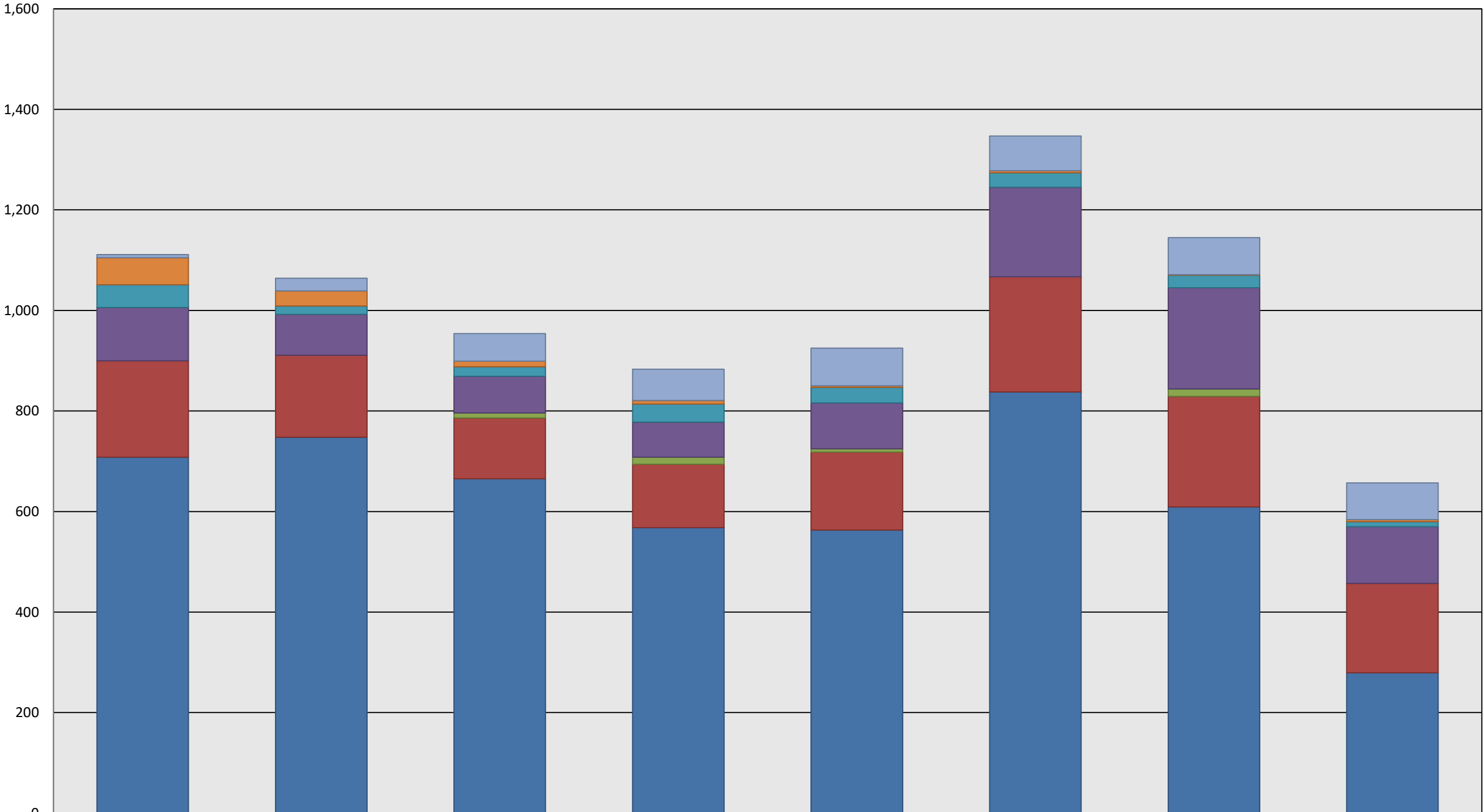
*Executive Session - The public body may vote to go into executive session for any item identified for action on the agenda.*

Town of Bluffton  
Building Permits Issued  
FY 2016 - 2023

Attachment 8a

Section XI. Item #1.

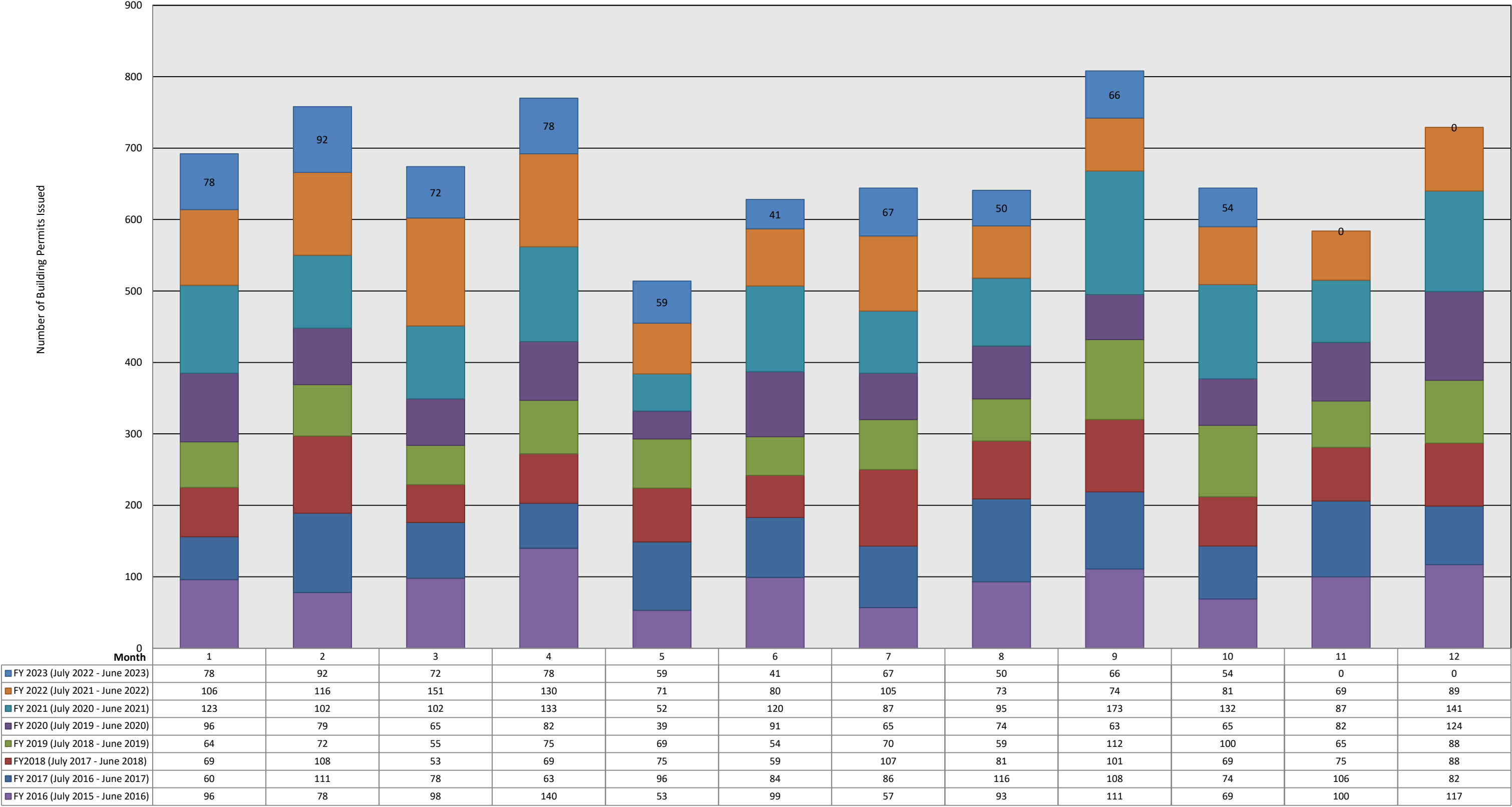
Number of Building Permits Issued



Notes: 1. Building Permits Issued excludes those Building Permits which were voided or withdrawn.  
2. Residential addition includes: additions, screen enclosures, carport, re-roof, modular.  
3. Other residential includes: new accessory structure, new accessory residence.  
4. Commerical addition includes: additions, screen enclosure, shell.  
5. Other commerical includes: remodel and accessory structure.



Town of Bluffton  
Building Permits Issued Per Month  
FY 2016 - 2023

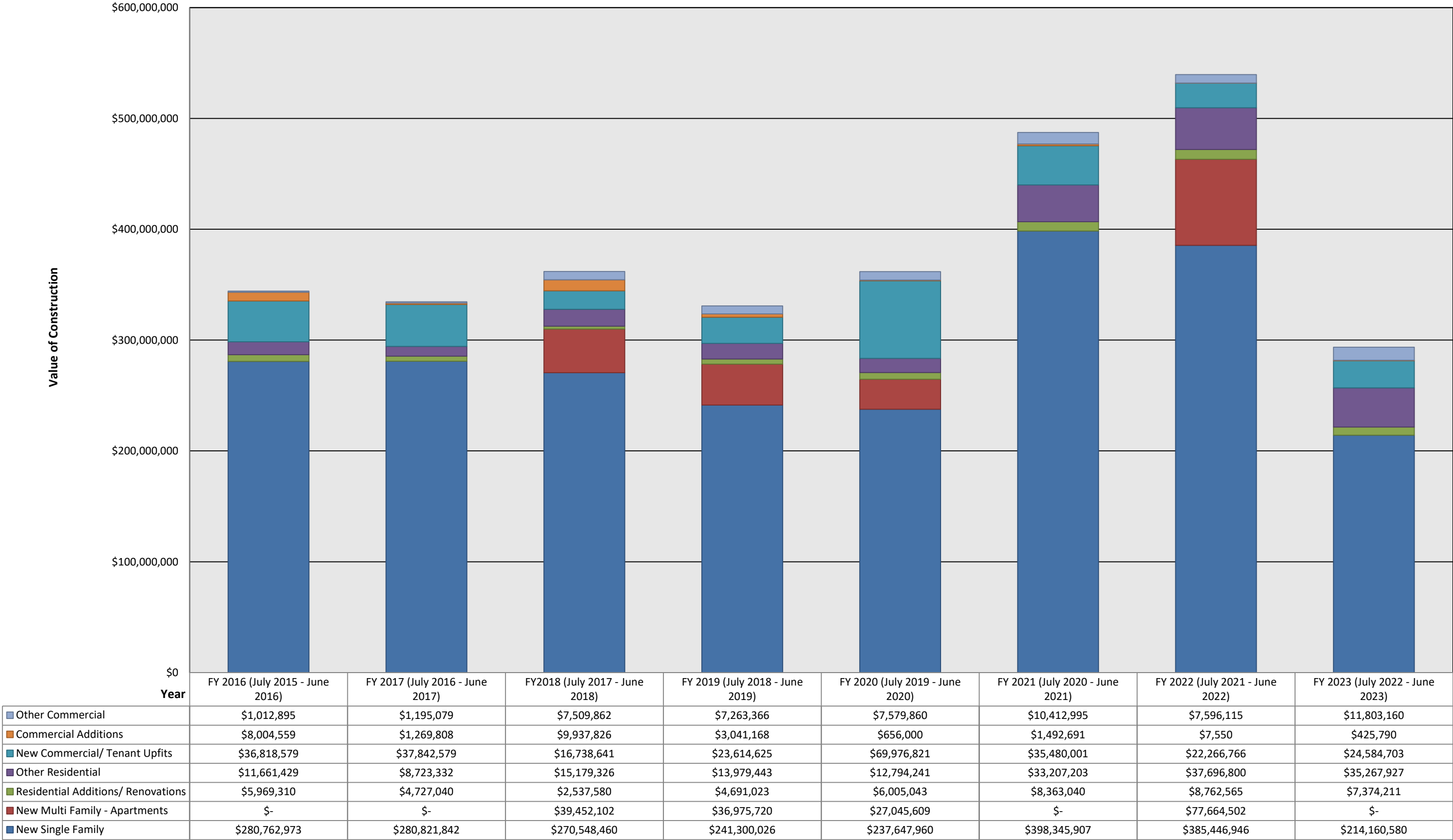


Notes: 1. Building Permits Issued excludes those Building Permits which were voided or withdrawn.

Town of Bluffton  
Value of Construction  
FY 2016 - 2023

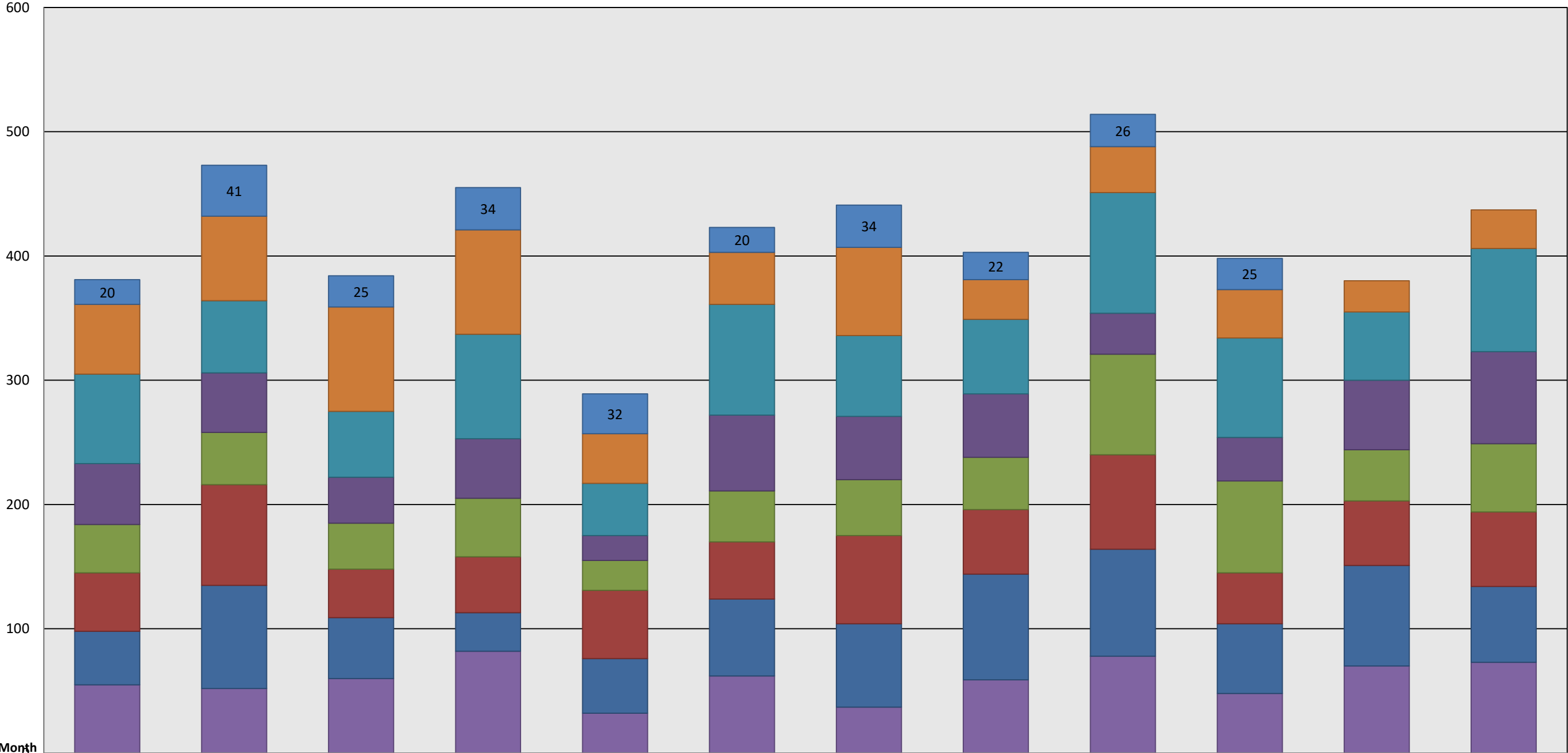
Attachment 8c

Section XI. Item #1.



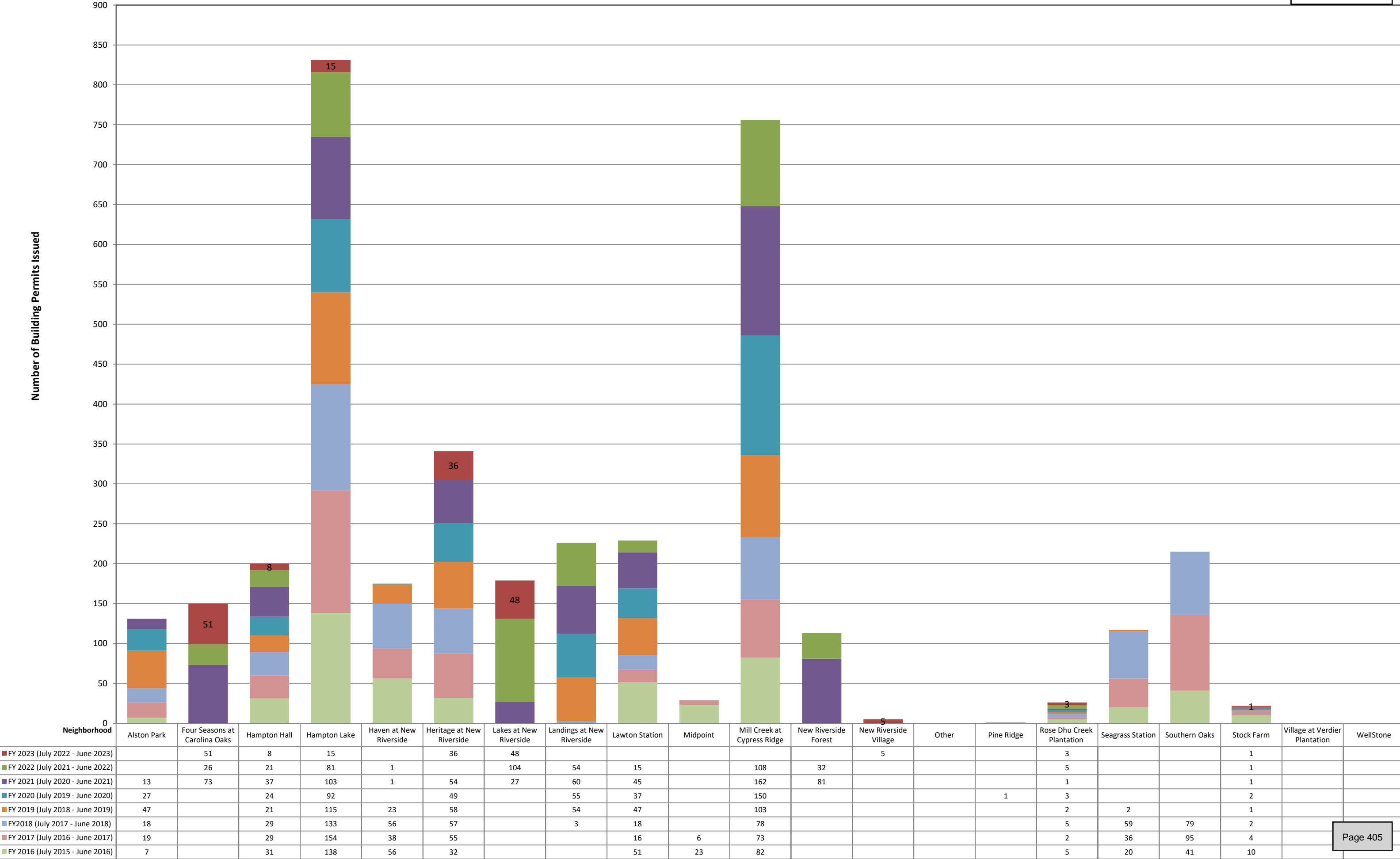
Notes: 1. Residential addition includes: additions, screen enclosures, carport, re-roof, modular.  
2. Other residential includes: new accessory structure, new accessory residence.  
3. Commerical addition includes: additions, screen enclosure, shell.  
4. Other commerical includes: remodel and accessory structure.

Town of Bluffton  
New Single Family Residential Building Permits Issued Per Month  
FY 2016 - 2023



Note: Building Permits Issued excludes those Building Permits which were voided or withdrawn.

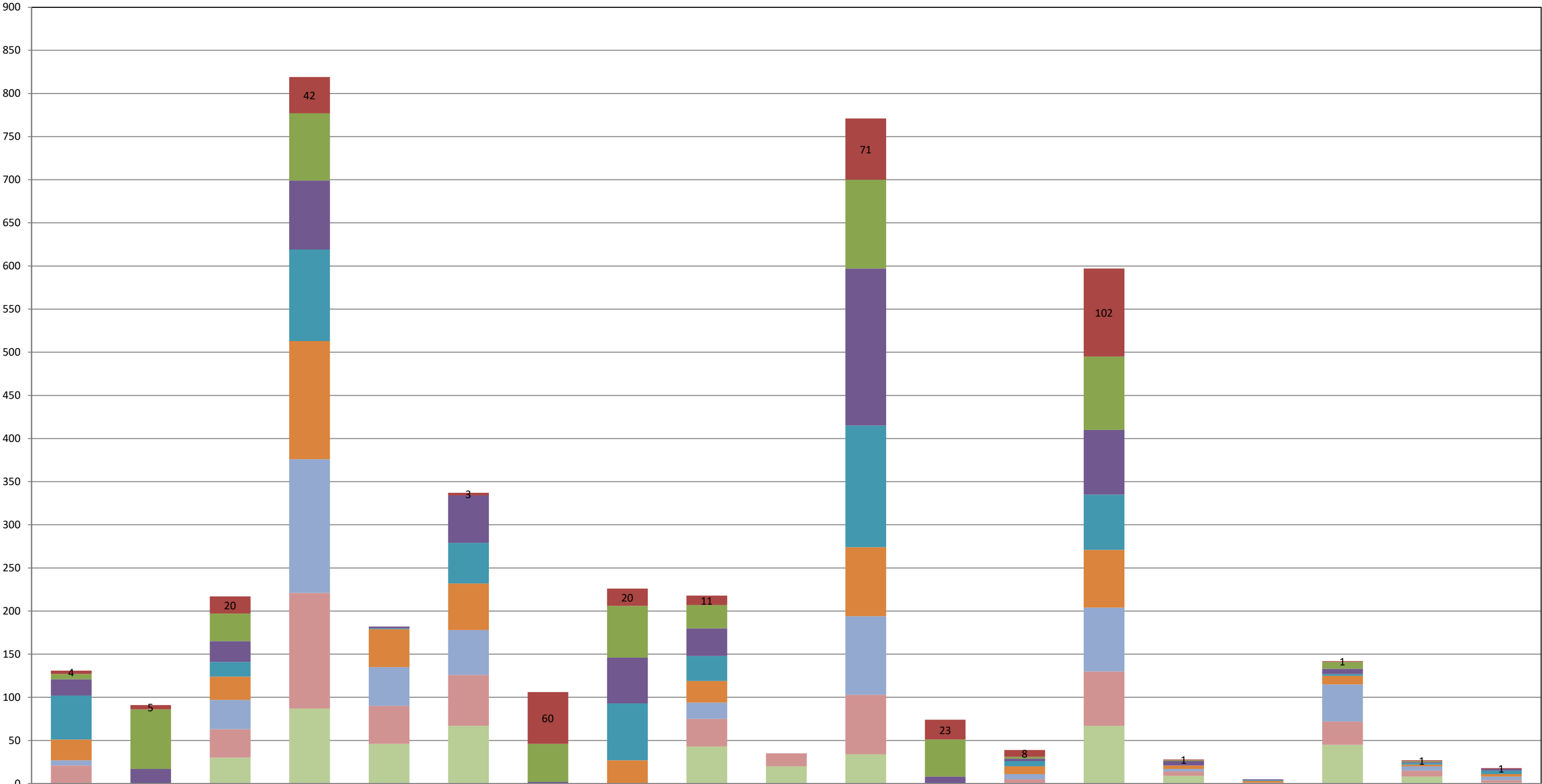
Town of Bluffton  
New Single Family Residential Building Permits Issued by Neighborhood FY 2016 -2023



Town of Bluffton

New Single Family Certificates of Occupancy Issued by Neighborhood FY 2016 - 2023

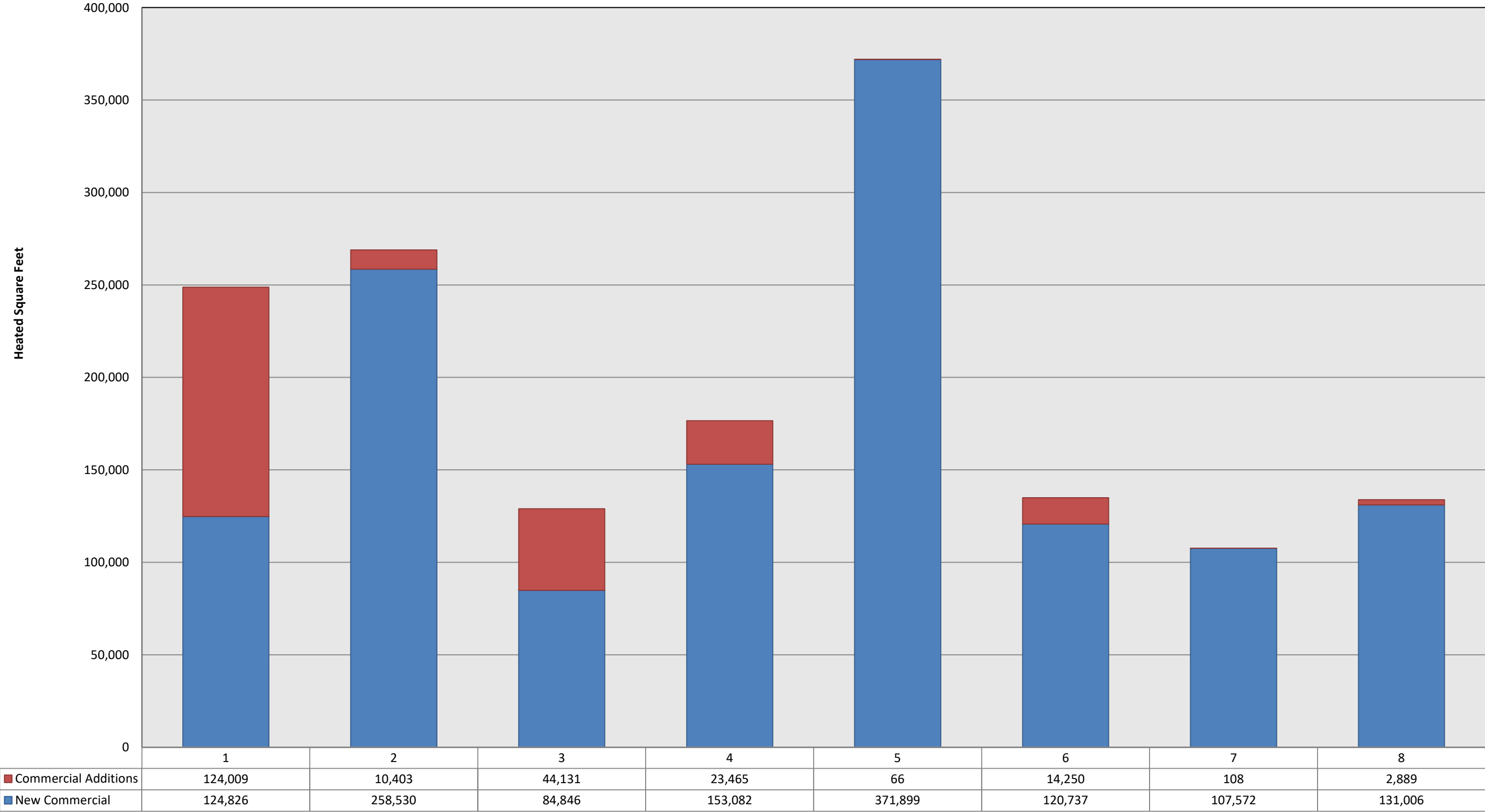
Number of New Housing Starts



	Alston Park	Four Seasons at Carolina Oak	Hampton Hall	Hampton Lake	Haven at New Riverside	Heritage at New Riverside	Lakes at New Riverside	Landings at New Riverside	Lawton Station	Midpoint	Mill Creek at Cypress Ridge	New Riverside Forest	Old Town-Other	Palmetto Bluff	Rose Dhu Creek Plantation	Schultz/ Goethe Road	Shell Hall	Stock Farm	Tabby Roads
FY 2023 (July 2022 - June 2023)	4	5	20	42		3	60	20	11		71	23	8	102	1		1	1	1
FY 2022 (July 2021 - June 2022)	6	69	32	78			44	60	27		103	43	2	85	1		8	1	
FY 2021 (July 2020 - June 2021)	19	17	24	80	2	55	2	53	32		182	8	3	75	5	1	6	1	2
FY 2020 (July 2019 - June 2020)	51		17	106	1	47		66	29		141		6	64		1	2	2	4
FY 2019 (July 2018 - June 2019)	24		27	137	44	54		27	25		80		9	67	4	2	10	2	3
FY 2018 (July 2017 - June 2018)	6		34	155	45	52			19		91		6	74	3	1	43	5	4
FY 2017 (July 2016 - June 2017)	21		33	134	44	59			32	15	69		5	63	5		27	7	2
FY 2016 (July 2015 - June 2016)			30	87	46	67			43	20	34			67	9		45	8	

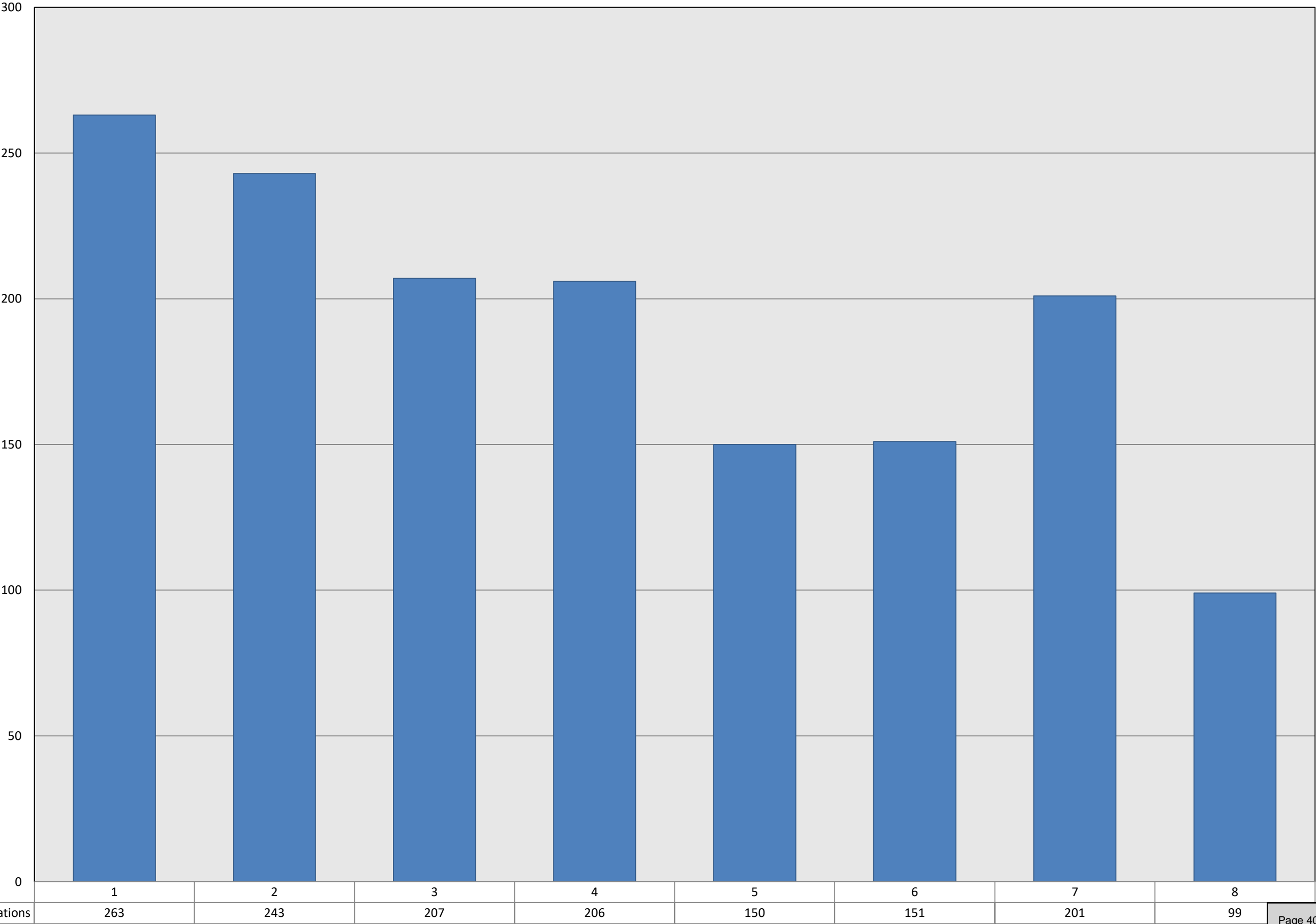


Town of Bluffton  
New Commercial Construction and Additions Heated Square Footage  
FY 2016 - 2023



Town of Bluffton  
Planning & Community Development Applications Approved  
FY 2016 - 2023

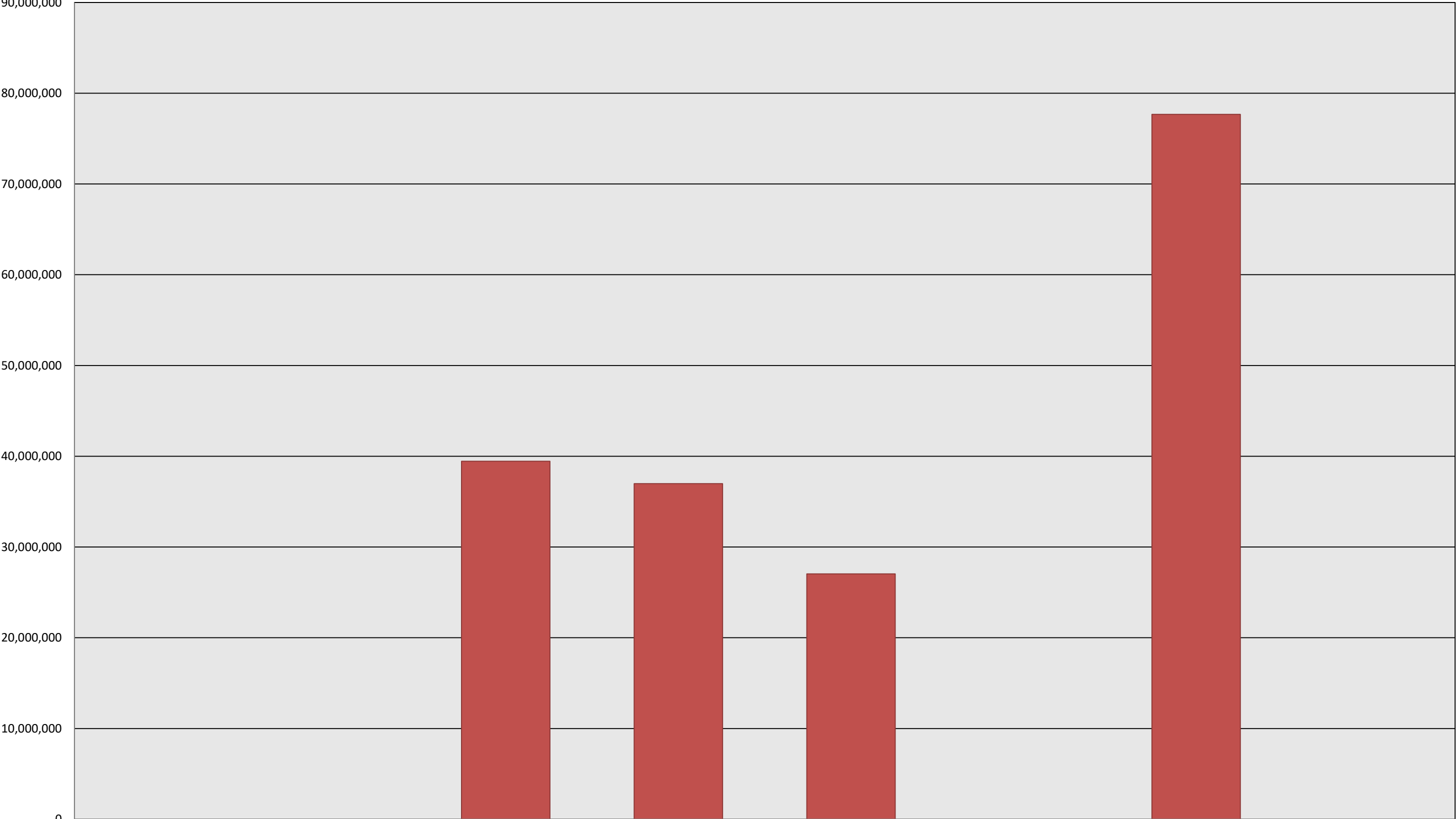
Number of Applications Approved



■ Planning & Community Development Applications

Town of Bluffton  
Multi Family Apartments Value  
FY 2016 - 2023

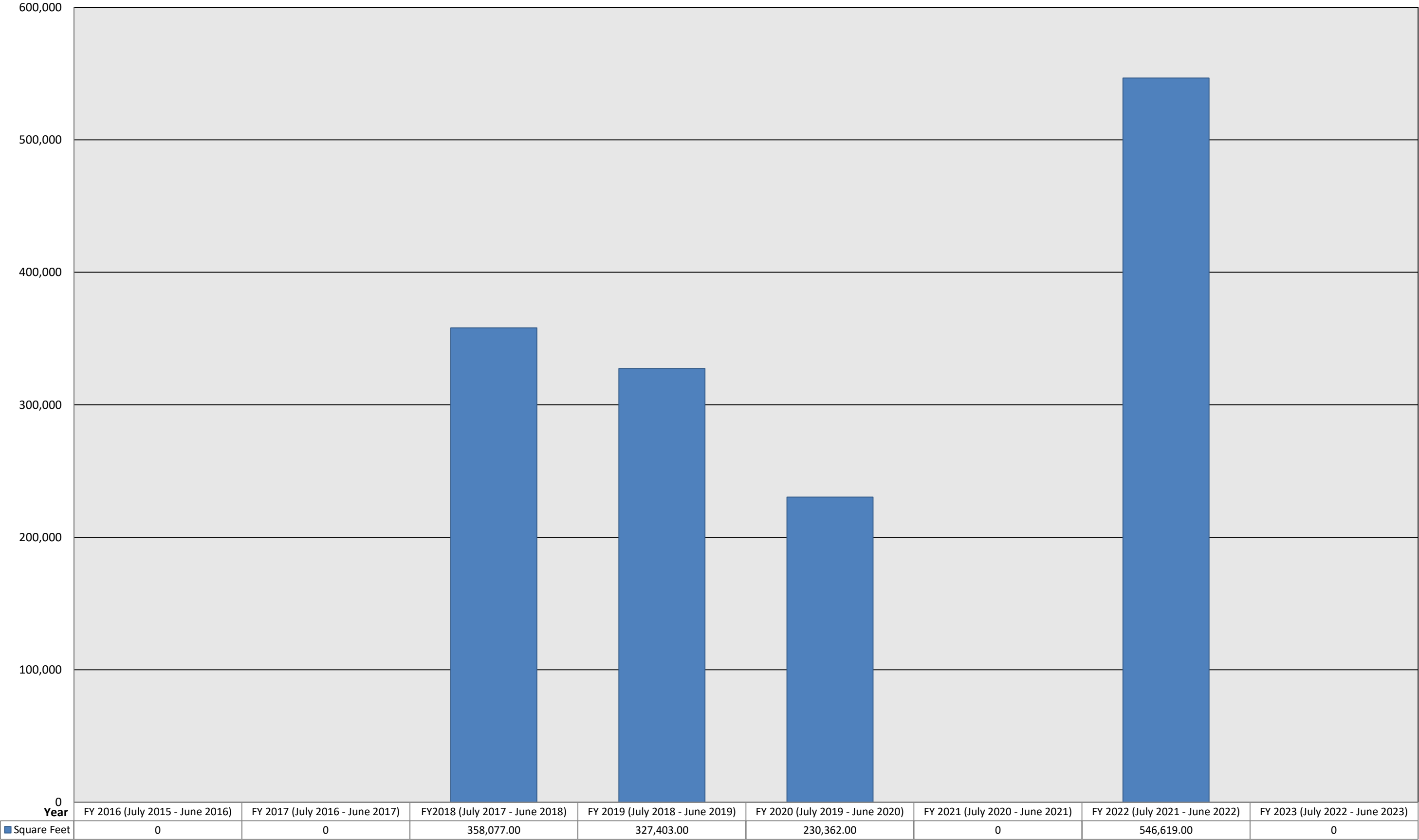
Value of Multi Family Apartments



Year	FY 2016 (July 2015 - June 2016)	FY 2017 (July 2016 - June 2017)	FY2018 (July 2017 - June 2018)	FY 2019 (July 2018 - June 2019)	FY 2020 (July 2019 - June 2020)	FY 2021 (July 2020 - June 2021)	FY 2022 (July 2021 - June 2022)	FY 2023 (July 2022 - June 2023)
Value	\$-	\$-	\$39,452,102	\$36,975,720	\$27,045,609	\$-	\$77,664,502	\$-

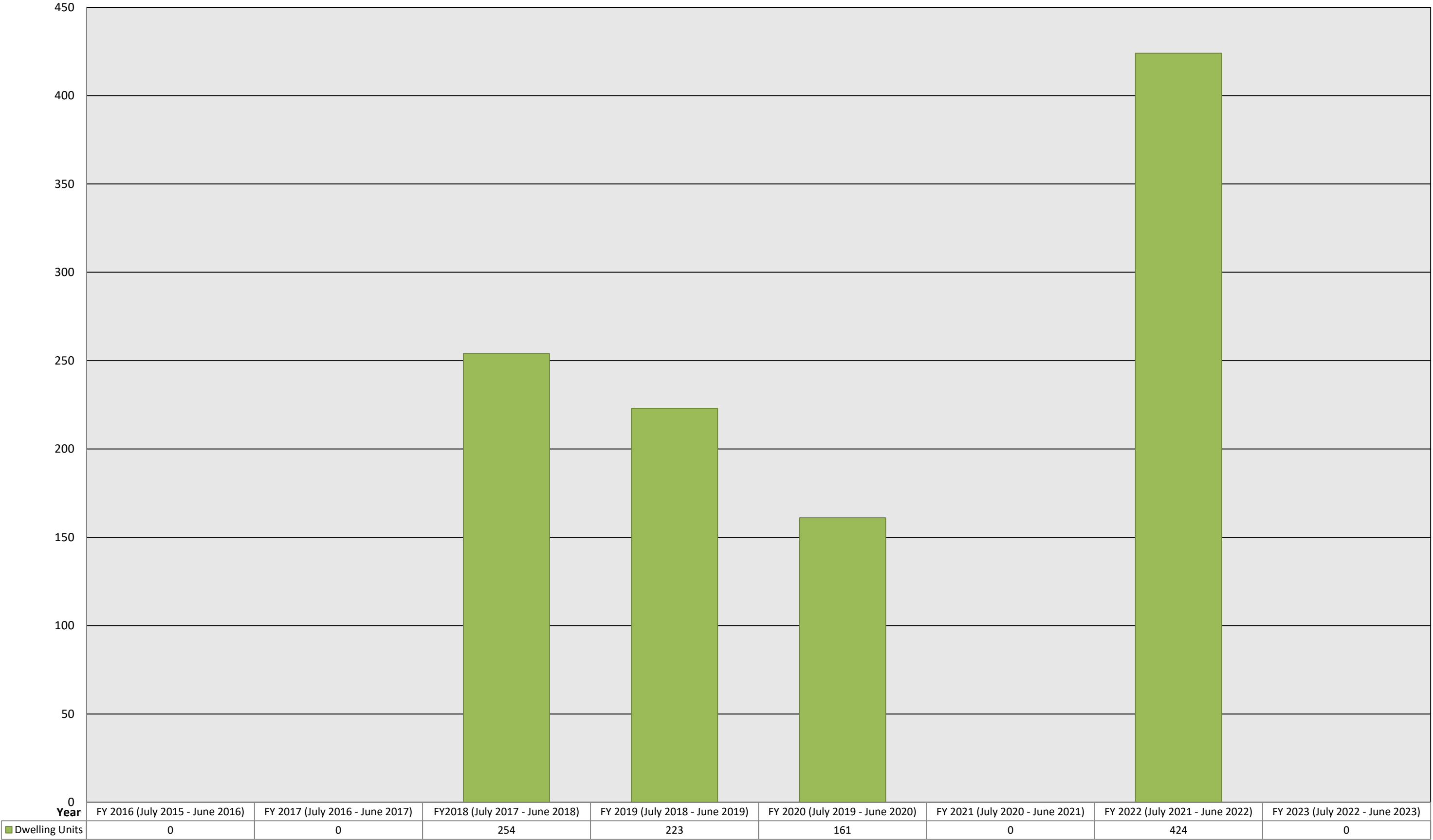
Town of Bluffton  
Multi Family Apartments Square Footage  
FY 2016 - 2023

Square Footage of Multi Family Apartments



Town of Bluffton  
Multi Family Apartments Total Units  
FY 2016 - 2023

Multi Family Apartments Total Units







# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

### Annexation Petition

#### 100%

ANNX-11-21-016106	11/18/2021		Annexation Petition	Active	Aubrie Giroux
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**Applicant:** Patterson Farmer

**Owner:** The Tarver Company

**PLAN DESCRIPTION:** The Applicant, Pulte Home Company, LLC as authorized by the property owner, The Tarver Company, is seeking annexation of the +/- 100.78-acre property located at 1007 May River Road, which is approximately 0.84 miles northeast of the May River Road and Buckwalter Parkway intersection and identified as Beaufort County Property Identification no. R600 038 000 0023 0000 (Property), via the 100% Petition and Ordinance Method. Town Council will consider the "intent to annex" acceptance of the petition and referral to the Negotiating Committee, if necessary, at their January 11, 2022 meeting. The tentative schedule for the application will be created after the January 11, 2022 meeting based upon Town Council's decisions.

**PROJECT NAME:**

**Total Annexation Petition Cases: 1**

### Certificate of Appropriateness

#### Highway Corridor Overlay District

COFA-11-22-017422	11/21/2022	255 NEW RIVERSIDE VILLAGE WAY	Certificate of Appropriateness	Active	Katie Peterson
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**Applicant:** Court Atkins

**Owner:** Solomon Dental

**PLAN DESCRIPTION:** The Applicant requests approval of a Certificate of Appropriateness-HCO for a 1.56-acre development consisting of a 15,000 square foot office building for a dental practice and six tenants. The property is identified by tax map number R610 036 000 3714 0000 and is located at 255 New Riverside Village Way. The zoning designation for the property is New Riverside PUD with the Highway Corridor Overlay District.

12.16.2022: Application was approved with conditions at the December 14, 2023 meeting of the Planning Commission. Staff is awaiting revised document submittal to address the Planning Commission conditions.

**PROJECT NAME:** NEW RIVERSIDE VILLAGE



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

### Certificate of Appropriateness

COFA-08-22-017145	08/31/2022	6201 JENNIFER COURT	Certificate of Appropriateness	Active	Katie Peterson
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**Applicant:** Witmer Jones Keefer Ltd.

**Owner:** Micheal Bradley Holdings LLC

**PLAN DESCRIPTION:** The River Dog Brewing project involves the construction of a ±50,000 SF two-story building, housing a brewing production facility, retail sales area, and restaurant/bar upon three existing lots on Jennifer Court at the intersection of Buck Island Road and May River Road. As a brief history – back in 2000 AEC permitted the Bright Commercial Subdivision master-planned for five individual commercial development parcels involving a new connector roadway between Buck Island Road and May River Road, incorporating both wet and dry utilities as well as storm drainage stub outs to each parcel. The development was designed, permitted and constructed under the Beaufort County development ordinance prior to annexation by the Town of Bluffton. Subsequently, Parker's convenience store was constructed upon two of the five parcels and, due to greater stormwater regulation, was required to provide additional water quality treatment consisting of shallow bioretention ponds/swales. The River Dog Brewing project parcels are identified as R600 039 000 0021 0000, R610 039 000 0756 0000, and R610 039 000 0757 0000. The property is zoned Neighborhood Core with the adjacent properties being the same.

STATUS[11.17.2022]: The application was approved with conditions at the November 16, 2022 Planning Commission meeting. Awaiting resubmitted documents addressing Planning Commission conditions.

**PROJECT NAME:** BUCK ISLAND/SIMMONSVILLE

COFA-06-21-015520	06/23/2021	101 WINDRUSH LN LANE	Certificate of Appropriateness	Active	Katie Peterson
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**Applicant:** Miller Electric Company

**Owner:** Bank of America

**PLAN DESCRIPTION:** A request by Miller Electric Company on behalf of Bank of America, for the approval of a Certificate of Appropriateness – Highway Corridor Overlay District. The project consists of revisions to the exterior lighting for the site. The property is identified by tax map number R610 031 000 0722 0000 located at the southeast intersection of US HWY 278 and Baylor Drive. The property is zoned General Mixed Use and should be reviewed based on the requirements set forth in the Town of Bluffton Unified Development Ordinance.

STATUS [6/23/2021]: The application is currently being reviewed by Staff for conformance with the Unified Development Ordinance (UDO) and any development plans associated with the parcel and is scheduled for review by the Planning Commission at the July 28, 2021 meeting.

STATUS [7/29/21]: The Applicant did not attend the meeting. The item was tabled until the next meeting (8/25/21)

STATUS [9/1/2021]: The planning commission was approved with conditions at the August 25, 2021 meeting. Awaiting resubmitted documents.

**PROJECT NAME:** BUCK ISLAND/SIMMONSVILLE

### Historic District



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

### Certificate of Appropriateness

COFA-10-22-017318	10/17/2022	25 WHARF ST	Certificate of Appropriateness	Active	Katie Peterson
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**Applicant:** Brent Robinson

**Owner:** Sherman, John

**PLAN DESCRIPTION:** A request by Brent Robinson, Architect, on behalf of the owners, John and Patty Sherman, for review of a Certificate of Appropriateness - HD to allow the renovation and addition of approximately 680 SF to the 1-story Single-Family Residential structure of approximately 1,315 SF located at 25 Wharf Street in the Old Town Bluffton Historic District and zoned Neighborhood General-HD.

Status: The Application is being reviewed and will be placed on the November 14, 2022 Historic Preservation Review Committee agenda.

Status: Comments were provided to the applicant at the 11.14.2022 HPRC meeting. Awaiting submittal of Final Application Package for HPC.

**PROJECT NAME:** OLD TOWN

COFA-11-21-016057	11/04/2021	58 CALHOUN ST	Certificate of Appropriateness	Active	Katie Peterson
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**Applicant:** Court Atkins Architects Inc

**Owner:** May River Montessori

**PLAN DESCRIPTION:** A request by Court Atkins Architects, Inc., on behalf of the owner, May River Montessori, for review of a Certificate of Appropriateness- HD to allow the construction of a new 2-story building of approximately 5,800 SF located at 58 Calhoun Street, in the Old Town Bluffton Historic District and zoned Neighborhood Center-HD.  
STATUS [11/5/2021]: The application is currently being reviewed by Staff for conformance with the Unified Development Ordinance (UDO), Traditional Construction Patterns, and any development plans associated with the parcel and is scheduled for review by the HPRC at the December 6, 2021 meeting.

STATUS [12/8/2021]: The application was reviewed at the December 6, 2021 HPRC meeting and comments were provided to the Applicant. Staff is awaiting the approval of the Development Plan and submission of a final application for full HPC review.

STATUS [1.20.2023]: A Final Application has been received and the item is slated to be heard at the February 1, 2023 HPC meeting.

STATUS 2.1.2023: The Application was approved with conditions at the 2.1.23 HPC meeting. Staff is awaiting submittal of revised documents addressing all HPC Conditions.  
3.27.2023: Revision received - Landscape Plan not in compliance and does not match DP. DP still not approved.

**PROJECT NAME:** OLD TOWN



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

### Certificate of Appropriateness

COFA-04-23-017854 04/03/2023 5824 GUILFORD PLACE Certificate of Appropriateness Active Katie Peterson

**Applicant:** Pearce Scott Architects **Owner:** 5824 Guilford Place LLC

**PLAN DESCRIPTION:** A request by Pearce Scott Architects, on behalf of the owner, 5824 Guilford Place LLC (Larry Page), for review of a Certificate of Appropriateness - HD for a proposed 2-story commercial office building of approximately 2,888 SF and Carriage House of approximately 1,200 SF to be located at 5824 Guilford Place, Lot 14 in the Stock Farm Development, in the Old Town Bluffton Historic District and zoned Neighborhood General- HD.

STATUS [4.4.23]: Conceptual Application has been received and is projected to be reviewed at the May 1, 2023 Historic Preservation Review Committee Meeting.

**PROJECT NAME:** OLD TOWN

COFA-02-23-017656 02/09/2023 32 PRITCHARD ST Certificate of Appropriateness Active Katie Peterson

**Applicant:** Robert and Michelle Nurnberg **Owner:** Robert and Michelle Nurnberg

**PLAN DESCRIPTION:** A request by Michelle Nurnberg for review of a Certificate of Appropriateness - HD to add a shed roof over the side entry and add an enclosed area of approximately 58 SF to the Carriage House structure along with additional minor architectural modifications to the residential structure currently under construction located at 32 Pritchard Street in the Old Town Bluffton Historic District and zoned Neighborhood General-HD.

STATUS: The application is being reviewed and has been placed on the February 27, 2023 Historic Preservation Review Committee agenda.

Status: Was heard at the 2/27/23 HPRC meeting and comments provided to the applicant. Final Application has been received and it is slated to be heard at the 4/5/23 HPC meeting.

STATUS 3.27.2023: Final application has been received and it will be heard at the April 5, 2023 HPC Meeting.

**PROJECT NAME:** OLD TOWN



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Certificate of Appropriateness					
COFA-02-21-015048	02/25/2021	45 VERDIER COVE RD ROAD	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Pearce Scott Architects		Owner: Erik & Paige Blechinger			
<p><b>PLAN DESCRIPTION:</b> A request Pearce Scott Architects, on behalf of the owners, Erik and Paige Blechinger, for review of a Certificate of Appropriateness to allow the construction of a new one and a half-story single-family residence of approximately 3,008 SF and a Carriage House of approximately 1,195 SF located at 43 and 45 Verdier Cove Road, in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD.</p> <p>STATUS 3-23-2021: The application was reviewed at the March 22, 2021 HPRC meeting and comments were provided to the Applicant. Staff is awaiting the submission of a final application for full HPC review.</p>					
PROJECT NAME:		OLD TOWN			
COFA-10-22-017359	10/31/2022	47 STOCK FARM RD	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Webb Construction Inc		Owner: Gilbert Carter			
<p><b>PLAN DESCRIPTION:</b> A request by Webb Construction, on behalf of the owners, Gilbert and Mary Reid Carter, for review of a Certificate of Appropriateness - HD to enclose the existing front porch for the addition of 297 SF on the existing residential structure located at 47 Stock Farm Road in the Old Town Bluffton Historic District and zoned Neighborhood Conservation-HD.</p> <p>STATUS: The Application is under review and is slated for the February 27, 2022 agenda of the HPRC.</p> <p>3.1.2023 STATUS: The Application was heard at the 2/27/23 meeting of the HPRC where comments were provided to the Applicant. Awaiting Final Submittal addressing comments.</p>					
PROJECT NAME:		OLD TOWN			
COFA-04-23-017894	04/12/2023	23 BOUNDARY STREET	Certificate of Appropriateness	Active	Glen Umberger
Applicant: Board of Trustees of Campbell AME Church		Owner: Board of Trustees of Campbell AME Church			
<p><b>PLAN DESCRIPTION:</b> Restoration of historic church building and addition of restroom/ada accommodations</p>					
PROJECT NAME:		OLD TOWN			





# Growth Management Application Update Report

Attachment

Section XI. Item #1.

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Certificate of Appropriateness					
COFA-03-23-017752	03/09/2023	58 PRITCHARD	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Shifting Tides, LLC		Owner: Shifting Tides, LLC			
PLAN DESCRIPTION: A request by Andrew Pietz, on behalf of the owner, Shifting Tides LLC, for review of a Certificate of Appropriateness - HD for a proposed 1.5-story single family residential structure of approximately 3,291 SF and Carriage House of approximately 484 SF to be located at 58 Pritchard Street, in the Old Town Bluffton Historic District and zoned Neighborhood General- HD.					
Status: The application is being reviewed by HPRC members and will be palced on the April 4, 2023 HPRC Agenda.					
PROJECT NAME: OLD TOWN					
COFA-10-22-017241	10/03/2022	6 WILD SPARTINA ST	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Court Atkins Interiors, LLC		Owner: Bo & Susan Soper Holland			
PLAN DESCRIPTION: A request by William Court, on behalf of the owners, Bo Holland and Susan Soper, for review of a Certificate of Appropriateness - HD to allow the construction of a new 2 story Single-Family Residential structure of approximately 2,392 SF located at 6 Wild Spartina Street in the Old Town Bluffton Historic District and zoned Neighborhood General-HD.					
Status: Comments were provided to the applicant at the October 24th HPRC meeting and is on the December 2022 HPC Agenda for action.					
Was approved with conditions. Awaiting revised materials addressing HPC Conditions.					
STATUS: 1/31/2023 - Landscape Plan canopy calculations must be updated as it is unclear where they are coming from. Shutters are still listed as composite and must be updated.					
2/2 - received revised architecture. still missing landscape.					
3/6/23 - Received landscape plan.					
PROJECT NAME: OLD TOWN					
COFA-03-23-017840	03/29/2023	130 PRITCHARD STREET	Certificate of Appropriateness	Active	Katie Peterson
Applicant: Manuel Studio, LLC		Owner: George and Lillian Heyward			
PLAN DESCRIPTION: bedroom addition, kitchen porch enclosure , interior renovations					
PROJECT NAME: OLD TOWN					



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

Total Certificate of Appropriateness Cases: 13

### Concept Plan Amendment

#### Concept Plan Amendment

CPA-03-21-015140 03/24/2021 62 OLD PALMETTO BLUFF RD ROAD Concept Plan Amendment Active Aubrie Giroux

**Applicant:** PBLH, INC. **Owner:** PBLH, INC.

**PLAN DESCRIPTION:** A Request by Palmetto Bluff Development, LLC for Approval of a Second Amendment to the Palmetto Bluff Concept Plan to Allow Dockside Fueling and a Second Dry Stack Boat Storage at the Big House Tract's Anson Marina per the revised request submitted August 10, 2021. The DRC reviewed the Concept Plan Amendment request at their August 18, 2021 meeting. The Planning Commission held a Public Hearing and voted to forward a recommendation of denial to Town Council at their October 27, 2021 Planning Commission meeting which, due to extenuating circumstances, was re-scheduled to November 1, 2021. Town Council then was scheduled to considered First Reading of an Ordinance to approve the request at their November 9, 2021 meeting and instead voted to forward the request and its concurrent Development Agreement Amendment application to the Town of Bluffton Negotiating Committee. The Negotiating Committee is schedule to consider the request at their January 6, 2022 meeting and will vote to forward their recommendations to Planning Commission and Town Council on this date or a subsequently scheduled Negotiating Committee Meeting. The dates of the application's next steps cannot be determined at this time as they are dependent on the number of necessary Negotiating Committee meetings and their final recommendation. In the event the Negotiating Committee meeting results in significant changes to the request, Planning Commission will reconsider the revised request and vote to forward Town Council a recommendation followed by Town Council First Reading and concluding with Town Council Public Hearing and Second and Final Reading at dates to be determined. In the event there are no significant changes to the request which would require Planning Commission's reconsideration, the revised request will go before Town Council for First Reading followed by Town Council Public Hearing and Second and Final Reading at dates to be determined.

**PROJECT NAME:** Palmetto Bluff

Total Concept Plan Amendment Cases: 1

### Dev Agreement Amendment

#### PUD



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

### Dev Agreement Amendment

DAA-03-21-015139	03/24/2021	62 OLD PALMETTO BLUFF RD ROAD	Dev Agreement Amendment	Active	Aubrie Giroux
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**Applicant:** PBLH, INC.

**Owner:** PBLH, INC.

**PLAN DESCRIPTION:** A Request by Palmetto Bluff Development, LLC for Approval of a Fifth Amendment to the Palmetto Bluff Development Agreement to Allow Dockside Fueling and a Second Dry Stack Boat Storage at the Big House Tract's Anson Marina per the revised request submitted August 10, 2021. The Planning Commission held a Public Hearing and voted to forward a recommendation of denial to Town Council at their October 27, 2021 Planning Commission meeting which, due to extenuating circumstances, was re-scheduled to November 1, 2021. Town Council then was scheduled to considered First Reading of an Ordinance to approve the request at their November 9, 2021 meeting and instead voted to forward the request and its concurrent Development Agreement Amendment application to the Town of Bluffton Negotiating Committee. The Negotiating Committee is schedule to consider the request at their January 6, 2022 meeting and will vote to forward their recommendations to Planning Commission and Town Council on this date or a subsequently scheduled Negotiating Committee Meeting. The dates of the application's next steps cannot be determined at this time as they are dependent on the number of necessary Negotiating Committee meetings and their final recommendation. In the event the Negotiating Committee meeting results in significant changes to the request, Planning Commission will reconsider the revised request and vote to forward Town Council a recommendation followed by Town Council First Reading and concluding with Town Council Public Hearing and Second and Final Reading at dates to be determined. In the event there are no significant changes to the request which would require Planning Commission's reconsideration, the revised request will go before Town Council for First Reading followed by Town Council Public Hearing and Second and Final Reading at dates to be determined.

**PROJECT NAME:** Palmetto Bluff

**Total Dev Agreement Amendment Cases: 1**

Development Plan

Development Plan



# Growth Management Application Update Report

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## Active Cases

### Development Plan

DP-10-22-017324	10/17/2022		Development Plan	Active	Dan Frazier
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**Applicant:** Reed Commercial Ventures

**Owner:** Reed Commercial Ventures

**PLAN DESCRIPTION:** A request by the applicant and property owner, Jake Reed of University Investments, LLC for approval of a preliminary development plan. The project consists of the construction of a +/-9,500 sq. ft. office building and associated access, parking, and utilities. The property is zoned Buckwalter PUD and consists of approximately 1.6 acres, identified by tax map number R610-029-000-0613-0000 and located within the Parcel 10-D / Raider Drive Master Plan.  
STATUS: Staff comments were reviewed at the November 23, 2022, meeting of the DRC.  
STATUS: The preliminary development plan was approved with conditions at the January 25, 2023, Planning Commission meeting. Awaiting final development plan submittal.

#### PROJECT NAME:

DP-07-22-016969	07/14/2022		Development Plan	Active	Dan Frazier
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**Applicant:** 814 Acquisitions LLC/814 CRE, LLC

**Owner:** DR Horton Inc

**PLAN DESCRIPTION:** A request by 814 Services, LLC for approval of a preliminary development plan application. The project proposes the construction of a +/-12,130 sq. ft. childcare facility. The property is zoned Jones Estate Planned Unit Development and consists of approximately a 1.50-acre portion of tax map number R614 028 000 5215 0000 located at the intersection of Mill Creek Boulevard and Okatie Highway within the Cypress Ridge Master Plan.  
STATUS 8-17-22: Comments on the Preliminary Development Plan were provided at the August 17, 2022, meeting of the DRC.  
STATUS: STATUS: The preliminary development plan was approved with conditions at the November 16, 2022, Planning Commission meeting. Awaiting final development plan submittal.

#### PROJECT NAME:



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## Active Cases

### Development Plan

DP-02-22-016354 02/07/2022 150 PARKSIDE COMMONS Development Plan Active Dan Frazier

**Applicant:** AVTEX Commercial Properties, INC

**Owner:** MFH LAND, LLC

**PLAN DESCRIPTION:** A request by Ryan Robinson of Refuel Operating Company, LLC for approval of a preliminary development plan application. The project consists of a Refuel store and carwash. The property is zoned New Riverside Planned Unit Development and consists of approximately 1.58 acres identified by tax map number R610 036 000 3713 0000 located along New Riverside Village Way and Parkside Commons within the New Riverside Village Master Plan.

STATUS: Staff comments on the Preliminary Development Plan were reviewed at the March 16, 2022 meeting of the DRC. Awaiting re-submittal to address comments.

STATUS: The applicant resubmitted on May 26, 2022.

STATUS: Staff comments on the Preliminary Development Plan were reviewed at the June 29, 2022 meeting of the DRC.

STATUS: The Applicant resubmitted on July 7, 2022.

STATUS: The application was approved with conditions at the July 27, 2022, Planning Commission meeting. Awaiting final development plan submittal.

**PROJECT NAME:** NEW RIVERSIDE VILLAGE

DP-08-22-017074 08/12/2022 Development Plan Active Dan Frazier

**Applicant:** Thomas & Hutton

**Owner:**

**PLAN DESCRIPTION:** A request by Michael Hughes of Thomas & Hutton on behalf of May River Forest, LLC for approval of a development plan. The project consists of the general clearing, installation of utilities, drainage, grading and paving for +/- 5 miles of Old Anson Road beginning near the intersection of Old Moreland Road and Big House Landing Road and terminating on Big House Island near the Anson Marina. The property is zoned Palmetto Bluff PUD and consists of approximately 110.0 acres identified by tax map numbers R614 046 000 0062 0000, R614 052 000 0059 0000, R614 045 000 0024 0000, R614 045 000 0026 0000, and R614 057 000 0001 0000 located within the Palmetto Bluff Master Plan.

STATUS: Staff comments were reviewed at the September 14, 2022 meeting of the DRC. Awaiting final development plan submittal.

**PROJECT NAME:**





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## Active Cases

### Development Plan

DP-10-22-017341 10/21/2022 110 PALMETTO BLUFF ROAD Development Plan Active Dan Frazier

**Applicant:** Thomas & Hutton

**Owner:** Cleland Site Prep

**PLAN DESCRIPTION:** A request by John Paul Moore of Thomas & Hutton on behalf of Pritchard Farm, LLC for approval of a development plan. The project consists of 10 single family residential lots, open space, and associated infrastructure. The property is zoned New Riverside Planned Unit Development and consists of approximately 38 acres identified by tax map numbers R610 044 000 0136 0000, R610 044 000 0141 0000, R600 045 000 0001 0000, R610 044 000 0002 0000, R614 045 000 0052 0000, R614 045 000 0578 0000 and R600 045 000 0012 0000 located within Parcel 9 of the New Riverside Concept Master Plan.

STATUS UPDATE: Staff comments on the preliminary development plan were heard at the November 30, 2022 meeting of the DRC. Awaiting final development plan submittal.

#### PROJECT NAME:

DP-07-22-016977 07/15/2022 Development Plan Active Dan Frazier

**Applicant:** Thomas & Hutton

**Owner:**

**PLAN DESCRIPTION:** A request by Drew Lonker of Thomas & Hutton, on behalf of May River Forest, LLC, for approval of a development plan application. The project consists of the construction of a 9-hole golf course, including general clearing, gravel parking, storm drainage infrastructure, grading and the expansion of the existing Inland Waterway (Lagoon 21). The property is zoned Palmetto Bluff Planned Unit Development and consists of +/- 100 acres identified by tax map numbers R614 057 000 0001 0000, R614 057 000 0002 0000, and R614 045 000 0024 0000, located west of Block M3 along the existing waterway.

STATUS: The preliminary plans were reviewed at the 8/17/22 meeting of the DRC. Awaiting final development plan submittal.

STATUS: Staff comments on the final development plan were reviewed at the December 28, 2022 meeting of the DRC. The FDP submittal was a major modification from the approved SWP, requiring resubmittal of a new SWP. Awaiting final development plan re-submittal.

**PROJECT NAME:** Palmetto Bluff



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## Active Cases

### Development Plan

DP-07-22-017024	07/28/2022		Development Plan	Active	Dan Frazier
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**Applicant:** Core States Group

**Owner:** Solomon Property Holdings SC

**PLAN DESCRIPTION:** A request by Brian Searcy of Core States Group on behalf of the property owner, Solomon Property Holdings SC, LLC for approval of a preliminary development plan application. The project consists of a two-story, 15,000 sq. ft. medical office building and supporting parking. The property is zoned New Riverside Planned Unit Development and consists of approximately 1.56 acres identified by tax map number R610 036 000 3214 0000 located along New Riverside Village Way and Parkside Commons within the New Riverside Village Master Plan.

STATUS: Staff comments on the Preliminary Development Plan were reviewed at the August 31, 2022 meeting of the DRC.

STATUS: The Applicant resubmitted on October 24, 2022.

STATUS: The preliminary development plan was approved with conditions at the November 16, 2022, Planning Commission meeting.

STATUS: The COFA-HCOD was approved with conditions at the December 14, 2022, Planning Commission meeting. Awaiting Final Development Plan submittal.

#### PROJECT NAME:

DP-07-21-015654	07/27/2021		Development Plan	Active	Jordan Holloway
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**Applicant:** EMC Engineering Services, Inc.

**Owner:** Hlyer Ground Veterinary Service, Inc.

**PLAN DESCRIPTION:** The proposed development, Lot 6, will have a two-story veterinary office building for a total of 9000 sf (4500 sf each floor). Parking will be provided on-site. Dumpster to be provided on-site. Water and sewer will be provided by BJWSA. Utilities appear to be stubbed out to the site and site looks to be pad ready. Access will be provided off Buckwalter Place Blvd. The parcel has 2 existing curb cuts. One will be utilized and the other will have to be relocated to work better with the site plan. See attached site plan. Detention will be provided off-site on adjacent parcel 7 in an existing detention pond that was planned previously for this parcel. The Preliminary Plan will be presented to the Planning Commission on Oct 27, 2021.

STATUS 05-09-2022: This item was approved at the 10-27-21 Planning Commission meeting. Awaiting Final Plan submittal documents.

#### PROJECT NAME:



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## Active Cases

### Development Plan

DP-04-22-016574	04/07/2022	58 CALHOUN ST	Development Plan	Active	Dan Frazier
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**Applicant:** Ward Edwards, Inc. - USE THIS ACCOUNT

**Owner:** May River Montessori

**PLAN DESCRIPTION:** A request by Conor Blaney of Ward Edwards Engineering, on behalf of May River Montessori, Inc., for approval of a preliminary development plan. The project consists of the construction of a new classroom building adjacent to the existing May River Montessori facility. The property is zoned Neighborhood Center Historic District (NCE-HD) and consists of approximately 0.65 acres identified by tax map number R610 039 00A 0123 0000 located at 58 Calhoun Street.

STATUS: Development plan comments were reviewed at the 5/11/22 meeting of the DRC.

STATUS: At the June 22, 2022, Planning Commission meeting, the applicant requested "withdrawal of the application to provide additional information".

STATUS: The Applicant resubmitted on July 28, 2022.

STATUS: The preliminary development plan was approved with conditions at the September 28, 2022, Planning Commission meeting.

STATUS: Staff comments on the final development plan were heard at the February 1, 2023 meeting of the DRC. Awaiting resubmittal.

**PROJECT NAME:** OLD TOWN

DP-08-22-017076	08/15/2022		Development Plan	Active	Dan Frazier
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**Applicant:** Dan Keefer

**Owner:** Charlie and Brown

**PLAN DESCRIPTION:** A request by Dan Keefer of Witmer Jones Keefer, Ltd, on behalf of the property owner, Charlie and Brown, LLC for approval of a preliminary development plan. The project consists of the construction of a +/-20,000 sq. ft. two-story Clubhouse and 5 buildings divided into +/- 31 high-end garage condominium units. The property is zoned Village at Verdier PUD and consists of approximately 5.00 acres, identified by tax map number R610-021-000-0808-0000 and located on Highway 170 approximately 1,200 feet south of Seagrass Station Road.

STATUS 9-14-22: Staff comments were reviewed at the September 21 meeting of the DRC. Awaiting re-submittal.

**PROJECT NAME:**



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## Active Cases

### Development Plan

DP-09-22-017188 09/13/2022 Development Plan Active Dan Frazier

**Applicant:** Witmer Jones Keefer Ltd.

**Owner:**

**PLAN DESCRIPTION:** A request by Carey Levow of Crowne at Buck Island, Limited Partnership on behalf of the property owner, Buck Island Partners, LLC for approval of a preliminary development plan application. The project consists of an apartment complex containing 4 proposed 4 story multi-family buildings and associated open space, amenities, parking, and stormwater management. The property is zoned Light Industrial and consists of approximately 10.11 acres identified by tax map number R610 039 000 0180 0000 located at 412 Buck Island Road.

STATUS: Staff comments on the preliminary development plan were reviewed at the October 19, 2022 meeting of the DRC.

STATUS: The Applicant resubmitted on November 14, 2022.

STATUS: The Preliminary Development Plan was approved at the December 14, 2022, Planning Commission. Awaiting Final Development Plan submittal,

**PROJECT NAME:** BUCK ISLAND/SIMMONSVILLE

DP-11-22-017440 11/29/2022 1268 MAY RIVER RD Development Plan Active Dan Frazier

**Applicant:** Sturre Design & Development, LLC

**Owner:** May River Project LLC

**PLAN DESCRIPTION:** A request by Nathan Sturre of Sturre Engineering on behalf of the property owner, May River Project, LLC for approval of a preliminary development plan application. The project proposes the construction of a concrete apron, gravel access drive, gravel parking spaces and a concrete van accessible ADA space to accommodate conversion of the site use from residential to commercial. The property is zoned Neighborhood General – Historic District (NG-HD), consists of approximately 0.7 acres identified by tax map number R610 039 00A 0147 0000, and is located on the south side of May River Road.

STATUS: Staff comments on the preliminary development plan were reviewed at the December 28, 2022 meeting of the DRC.

STATUS: The applicant provided a resubmittal on February 20, 2023. The resubmittal represents a substantial modification from the original preliminary development plan request. Staff comments on the revised preliminary development plan were heard at the March 22, 2023 meeting of the DRC.

STATUS: The preliminary development plan is scheduled to be heard at the April 26, 2023, Planning Commission meeting.

**PROJECT NAME:** OLD TOWN



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## Active Cases

### Development Plan

DP-05-19-013149	05/09/2019	335 BUCKWALTER PKWY	Development Plan	Active	Jordan Holloway
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**Applicant:** Ryan Lyle PE **Owner:** St. Andrew by the Sea

**PLAN DESCRIPTION:** The Applicant is proposing to construct a 12,250 square foot building, an athletic field and the associated parking, sidewalks, BMPs, utilities and all other infrastructure for Phase 1 of this development located at 335 Buckwalter Parkway, Tax Map Number R610 030 000 0712 0000 & R610 030 000 0513 0000.

STATUS 05/28/2019: Comments on the Preliminary Plan were reviewed at the May 28 meeting of the DRC. A re-submittal of the Preliminary Plan is required for review and approval.

STATUS 10/23/2019: The Preliminary Development Plan was resubmitted and will be placed on the November 6, 2019 DRC agenda.

STATUS 11/19/2019: Comments were reviewed at the Nov. 6 DRC meeting. Awaiting re-submittal to address comments for presentation to the Planning Commission.

STATUS UPDATE 03/31/2020: E-mailed the applicant to notify that their application has been inactive for more than 120 days and if the Town does not receive notification within 10 days that that they intend to pursue approval, the application will expire.

STATUS 04/23/2020: The Applicant has confirmed they intend to proceed with Development Plan Approval and will be re-submitting applications accordingly.

STATUS 07/28/2021: The Preliminary Plan is approved by the DRC and will be presented to the Planning Commission August 24 for approval.

STATUS 10/04/2021: The Plan Preliminary Plan was APPROVED by the Planning Commission. Awaiting Final Development Plan.

**PROJECT NAME:** Buckwalter

DP-02-23-017687	02/15/2023		Development Plan	Active	Dan Frazier
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**Applicant:** G3 Engineering & Surveying LLC **Owner:** Vaquero Bluffton Partners

**PLAN DESCRIPTION:** A request by G3 Engineering & Surveying, LLC on behalf of the property owner, Vaquero Bluffton Partners, LP for approval of a preliminary development plan application. The project proposes a 2,500 SF commercial building to serve as a Starbucks coffeehouse. The property is zoned Buckwalter Planned Unit Development and consists of 1.03 acres identified by tax map number R614 022 000 1131 0000 located within the Berkeley Place Parcel C4 Master Plan and the Washington Square Development Plan.

STATUS: Staff comments on the preliminary development plan were reviewed at the March 22, 2023 meeting of the DRC.

STATUS: The preliminary development plan is scheduled to be heard at the April 26, 2023, Planning Commission meeting.

**PROJECT NAME:** WASHINGTON SQUARE





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## Active Cases

### Development Plan

DP-09-22-017236	09/28/2022	315 GIBBET ROAD	Development Plan	Active	Dan Frazier
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**Applicant:** Amsdell Companies

**Owner:** MFF Enterprises

**PLAN DESCRIPTION:** A request by Jonathan Steele of Compass TPC, LLC, on behalf of the property owner, Marilyn Faulkner of MFF Enterprises, LLC, for approval of a preliminary development plan application. The project consists of two 2-story climate-controlled storage buildings totaling 113,544 square feet including a retail sales/rental office and incidental truck rentals. The property is zoned Jones Estate PUD and consists of approximately 3.21 acres identified by tax map numbers R610-036-000-0458-0000 and R610-036-000-0459-0000 and located at the intersection of Gibbet Road and Highway 170 within the Palmetto Point Commercial Master Plan.

STATUS: Staff comments were reviewed at the November 2, 2022, meeting of the DRC.

STATUS: Preliminary development plans were resubmitted and staff comments were heard at the January 11, 2023 meeting of the DRC.

STATUS: The preliminary development plan was approved at the February 22, 2023, Planning Commission meeting. Awaiting final development plan submittal.

**PROJECT NAME:** PALMETTO POINTE COMMERCIAL

DP-11-22-017433	11/28/2022	8241 PINELLAS DRIVE	Development Plan	Active	Dan Frazier
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**Applicant:** Moore Civil Consultants, Inc.

**Owner:**

**PLAN DESCRIPTION:** A request by Jared Thompson of Moore Civil Consulting, Inc., on behalf of the property owner Ken Toskey for approval of a preliminary development plan. The project consists of the construction of three office buildings totaling 12,600 S.F., associated driveways, parking areas, and bioretention areas. The property is zoned Buckwalter Planned Unit Development and consists of approximately 1.5 acres identified by tax map numbers R610 022 000 1143 0000 located within the Buckwalter Commons Phase 1 Master Plan.

STATUS: Staff comments on the preliminary development plan were reviewed at the January 4, 2023 meeting of the DRC.

STATUS: The preliminary development plan was approved at the February 22, 2023, Planning Commission meeting. Awaiting final development plan submittal.

**PROJECT NAME:** PARCEL C2-E BUCKWALTER PLAZA



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Development Plan					
DP-03-23-017822	03/23/2023		Development Plan	Active	Dan Frazier
Applicant: Thomas & Hutton - USE THIS ACCOUNT		Owner: Khovnanian Homes			
PLAN DESCRIPTION: A request by Mike Hughes of Thomas & Hutton on behalf of Jack McSweeney of K. Hovnanian Homes for approval of a preliminary development plan. The project consists of 51 single family residential lots, open space, and associated infrastructure. The property is zoned Jones Estate Planned Unit Development and consists of approximately 22.0 acres identified by tax map numbers R614 028 000 0002 0000 located within the Cypress Ridge Master Plan. STATUS: Comments on the preliminary development plan will be reviewed at the April 26, 2023, meeting of the DRC.					
PROJECT NAME:		Four Seasons at Carolina Oaks			
DP-06-22-016804	06/01/2022	6201 JENNIFER CT	Development Plan	Active	Dan Frazier
Applicant: Witmer-Jones-Keefer, Ltd.		Owner: Michael Bradley Holdings, LLC			
PLAN DESCRIPTION: A request by Witmer Jones Keefer, Ltd for approval of a preliminary development plan application. The project proposes the construction of a ±50,000 SF two-story building that includes a +/-20,000 square foot production brewery, and a +/-30,000 square foot space allocated to restaurant tenants, retail tenants, business offices, and a tasting room. The property is zoned Neighborhood Core (NC), identified by tax map numbers R610 039 000 0021 0000, R610 039 000 0756 0000, and R610 039 000 0757 0000 and located on three existing lots on Jennifer Court at the intersection of Buck Island Road and May River Road. STATUS UPDATE: Staff comments were heard at the July 6 meeting of the DRC. STATUS UPDATE: The application was approved with conditions at the August 24, 2022, Planning Commission meeting. STATUS UPDATE: Staff comments on the final development plan were heard at the November 30, 2022 meeting of the DRC. Awaiting resubmittal.					
PROJECT NAME:		BUCK ISLAND/SIMMONSVILLE			
DP-02-23-017665	02/10/2023	120 PERSIMMON STREET	Development Plan	Active	Dan Frazier
Applicant: Sam Connor		Owner:			
PLAN DESCRIPTION: A request by Sam Connor on behalf of the property owner, James Jeffcoat for approval of a preliminary development plan application. The project proposes a 6,600 SF commercial building including 1,880 SF of office space and 4,800 SF of storage space. The property is zoned Schultz Planned Unit Development and consists of 0.68 acres identified by tax map number R610 031 000 1437 0000 located within the Bluffton Park Master Plan. STATUS: Comments for the preliminary development plan were reviewed at the March 15, 2023 meeting of the DRC. STATUS: The preliminary development plan is scheduled to be heard at the April 26, 2023, Planning Commission meeting.					
PROJECT NAME:		BLUFFTON PARK PHASE D-1/D-3			



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## Active Cases

### Development Plan

DP-10-22-017335	10/19/2022	3E HAMPTON LAKE DRIVE	Development Plan	Active	Dan Frazier
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**Applicant:** Witmer Jones Keefer

**Owner:** Pacific Pointe Partners

**PLAN DESCRIPTION:** A request by Caleb King of Witmer Jones Keefer, Ltd. on behalf of the property owner, University Investments, LLC for approval of a preliminary development plan. The project proposes the construction of two 3-story buildings totaling 10,000 sq. ft. each, one single-story building of 6,730 sq. ft., and the associated access, parking, and utilities to serve the buildings. The property is zoned Buckwalter PUD and consists of approximately 5.31 acres, identified by tax map numbers R614-029-000-0784-0000 and R614-029-000-0485-0000 located within the Brightwater at Hampton Lake Master Plan and the Hampton Lake Master Plan.  
**STATUS:** Staff comments were reviewed at the November 23, 2022, meeting of the DRC.  
**STATUS:** The preliminary development plan was approved at the February 22, 2023, Planning Commission meeting. Awaiting final development plan submittal.

**PROJECT NAME:** HAMPTON LAKE

DP-01-23-017570	01/17/2023		Development Plan	Active	Dan Frazier
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**Applicant:** Thomas & Hutton - USE THIS ACCOUNT

**Owner:** Pioneer Land & Timber LLC

**PLAN DESCRIPTION:** A request by Patterson Farmer of Pulte Home Company on behalf of the property owner Pioneer Land & Timber, LLC for approval of a preliminary development plan. The project consists of 97 single family residential lots, open space, and associated infrastructure. The property is zoned New Riverside Planned Unit Development and consists of approximately 59 acres identified by tax map number R610 044 000 0012 0000 located within the Midpoint of New Riverside Concept Master Plan.  
**STATUS UPDATE:** Comments for this item were heard at the March 15, 2023 meeting of the DRC. Awaiting final development plan submittal.

**PROJECT NAME:** MIDPOINT AT NEW RIVERSIDE

### Preliminary Development Plan



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## Active Cases

### Development Plan

DP-12-17-011533	12/11/2017		Development Plan	Active	Jordan Holloway
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**Applicant:** Crowne at 170, LP

**Owner:** Crowne at 170, LP

**PLAN DESCRIPTION:** The Applicant is requesting approval to construct 250 multifamily units and associated infrastructure.  
STATUS 01/17/2018: Comments were provided at the Dec. 27 meeting of the DRC. Awaiting Final Development Plan.  
STATUS 12/11/2018: Comments were provided at the Dec. 11 meeting of the DRC. Awaiting re-submittal.  
STATUS 12/18/2018: The Final Development Plan is APPROVED.

6-15-22: A request by LEC Properties, Inc., for the approval of a development plan amendment. The project consists of adding a 15'4" x 10' cardboard recycling center for the apartment complex. The property is identified by tax map number R610 021 000 0520 0000 and consists of 21.1 acres located at 115 Seagrass Station Way. The property is zoned Village at Verdier PUD. This item is on the June 22, 2022 DRC meeting agenda.

Status 6-22-22: The development plan amendment was approved at the 6-22-22 DRC meeting.

**PROJECT NAME:** VILLAGE AT VERDIER PLANTATION

DP-01-20-013887	01/21/2020	3702 OKATIE HWY	Development Plan	Active	Dan Frazier
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**Applicant:** Thomas & Hutton

**Owner:** K. Hovnanian Homes of SC, LLC - USE THIS ACCOUNT

**PLAN DESCRIPTION:** The Applicant is proposing the Amenity Center with associated parking and infrastructure for Four Seasons at Carolina Oaks.  
STATUS 01/23/2020: Comments on the Preliminary Plan will be reviewed at the February 26 meeting of the DRC.  
STATUS 10/08/2020: The Final Plan was reviewed at the Oct 7, 2020 meeting of the DRC. A re-submittal of the lighting/landscape plan is required for Final Approval.  
STATUS 11/02/2020: The Final Development Plan is APPROVED.  
STATUS 4/6/23: Development Plan Amendment submitted to update Lighting and Landscape Plans.  
STATUS 4/11/23: The Development Plan Amendment is APPROVED.

**PROJECT NAME:** Four Seasons at Carolina Oaks

### Public Project



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## Active Cases

### Development Plan

DP-01-23-017592	01/23/2023	601 NEW RIVERSIDE RD	Development Plan	Active	Dan Frazier
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**Applicant:** Ward Edwards Engineering **Owner:** Beaufort County School District

**PLAN DESCRIPTION:** A request by Paul Moore of Ward Edwards Engineering on behalf of Robert Oetting of the Beaufort County School District, for the approval of a Public Project. The project consists of the conversion of the existing football/soccer field to a synthetic turf field system, restroom building addition, tennis court bleachers and various track and field improvements. The property is identified by tax map number R610 044 000 0125 0000 and consists of 224.5 acres located at 601 New Riverside Road. The property is zoned New Riverside Planned Unit Development.

STATUS: Comments were reviewed at the February 15, 2023 meeting of the DRC. This public project is conditionally APPROVED pending receipt of NPDES Approval Letter.

**PROJECT NAME:**

Total Development Plan Cases: 24

### Development Plan Amendment

#### NA

DPA-08-22-017044	08/01/2022	1301 MAY RIVER RD	Development Plan Amendment	Active	Dan Frazier
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**Applicant:** Court Atkins Architects Inc **Owner:** Farm - Bluffton, LLC

**PLAN DESCRIPTION:** A request by James Atkins of Court Atkins Group on behalf of the property owner, Ryan Williamson for approval of a Development Plan Amendment. The project consists of the renovation of a service yard fence and installation of an exterior freezer/cooler. The property is zoned Neighborhood Core - HD and consists of approximately 0.04 acres identified by tax map number R614 039 00A 0345 0000 located at 1301 May River Road.

STATUS: Staff comments on the Development Plan Amendment were reviewed at the August 31, 2022 meeting of the DRC.

STATUS: A COFA received conditional approval at the November 2, 2022, meeting of the Historic Preservation Committee.

STATUS: A COFA was approved on 2/2/23.

**PROJECT NAME:** OLD TOWN





# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

### Development Plan Amendment

DPA-09-22-017226 09/23/2022 Development Plan Amendment Active Jordan Holloway

**Applicant:** Tabby Road HOA **Owner:** Tabby Road HOA

**PLAN DESCRIPTION:** A request by Tabby Roads HOA for approval of a development plan amendment application. The project consists of closing the Tabby Shell Road entrance from Burnt Church Road. The property is identified by tax map number R610 039 000 1235 0000 and is zoned Neighborhood General -HD.

Status: This item is on the October 26, 2022 DRC Meeting agenda.

Status 11-29-22: Revisions are required. Waiting on revisions to be submitted.

Status 1-9-23: Plans have been conditionally approved by the Town of Bluffton. The Town requires approval from SCDOT for the road closing prior to issuing Final Approval.

**PROJECT NAME:** TABBY ROADS PHASE 1

Total Development Plan Amendment Cases: 2

### Master Plan

#### NA

MP-04-22-016566 04/06/2022 Master Plan Active Dan Frazier

**Applicant:** Village Park Communities, LLC **Owner:** Village Park Communities, LLC

**PLAN DESCRIPTION:** A request by Dan Keefer of Witmer Jones Keefer, LTD, on behalf of Village Park Communities, LLC, for approval of Alston Park Phase 3 Master Plan. The project consists of a maximum of 76 dwelling units, park/open spaces and related infrastructure. The subject property, comprised of 2 parcels totaling approximately 63 acres, is identified by Beaufort County Tax Map numbers R610 035 000 0019 0000 and R610 035 000 0846 0000 and commonly referred to as New Riverside Parcel 5A South located within the New Riverside PUD.

STATUS: Initial Master Plan comments were reviewed at the 5/11/22 meeting of the DRC. Awaiting re-submittal.

STATUS: The Initial Master Plan request received a recommendation of approval at the February 22, 2023, Planning Commission meeting. The request is tentatively scheduled to be heard at the May 9, 2023, Town Council meeting.

**PROJECT NAME:** ALSTON PARK



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

Total Master Plan Cases: 1

### Master Plan Amendment

#### Major

MPA-01-23-017595	01/24/2023		Master Plan Amendment	Active	Dan Frazier
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**Applicant:** Witmer Jones Keefer

**Owner:** Millstone Ventures

**PLAN DESCRIPTION:** A request by Brian Witmer of Witmer Jones Keefer, Ltd, on behalf of Millstone Ventures, LLC, and with the approval of the property owner, Parcel 8A, LLC, for approval of a master plan amendment application. The Applicant proposes to amend the Buckwalter Crossroads Master Plan by adding an additional 21.92 acres that will include 16.02 acres of residential development and 5.9 acres of commercial development. The property is zoned Buckwalter PUD and consists of 21.92 acres located at the northeast corner of the intersection of SC Highway 170 and Gibbet Road.

STATUS: Comments for this application were heard at the March 1, 2023 meeting of the DRC. Awaiting resubmittal.

**PROJECT NAME:** BUCKWALTER CROSSROADS

MPA-10-22-017313	10/14/2022		Master Plan Amendment	Active	Dan Frazier
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**Applicant:** Dan Keefer

**Owner:** Charlie and Brown

**PLAN DESCRIPTION:** A request by Dan Keefer of Witmer Jones Keefer, Ltd, on behalf of the property owner, Charlie and Brown, LLC, for approval of a master plan amendment application. The Applicant proposes to amend the Village at Verdier Plantation Master Plan by removing a previously approved road in Parcel X, and a previously approved residential access point connection to Okatie Highway in Parcel Y-Z. The properties are zoned Village at Verdier PUD and consists of 124.2 acres located east of South Carolina Highway 170 at Seagrass Station Road.

STATUS: Staff comments were reviewed at the November 23, 2022, meeting of the DRC.

STATUS: The application was recommended for approval at the January 25, 2023, Planning Commission meeting.

STATUS: The application was TABLED at the March 7, 2023 Town Council meeting.

STATUS: The application is tentatively scheduled to be heard at the May 9, 2023 Town Council meeting.

**PROJECT NAME:** VILLAGE AT VERDIER PLANTATION

Total Master Plan Amendment Cases: 2



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Active Cases					
Subdivision Plan					
General					
SUB-03-23-017835	03/28/2023	130 AUGUST LANE	Subdivision Plan	Active	Jordan Holloway
Applicant: Thomas & Hutton - USE THIS ACCOUNT		Owner: Will Howard			
PLAN DESCRIPTION: 8 Lot Single Family Subdvision					
PROJECT NAME:					
SUB-03-21-015079	03/04/2021	32 HILDERBRAND	Subdivision Plan	Active	Jordan Holloway
Applicant: Alexander Graham		Owner: Alexander Graham			
PLAN DESCRIPTION: The applicant is requesting approval of a subdivision plan to divide a .50 acre lot into 2 - .25 acre parcels. Status: Comments were provided to the applicant and reviewed at the April 7, 2021 meeting of the DRC. Awaiting re-submittal to address comments.					
PROJECT NAME: OLD TOWN					
SUB-09-21-015880	09/23/2021	100 GOETHE RD ROAD	Subdivision Plan	Active	Jordan Holloway
Applicant: Kathleen Duncan		Owner: LENNITT BLIGEN			
PLAN DESCRIPTION: Property owner us requesting a subdivision of the parcel into 3 parcels. This item is on the agenda for the October 27, 2021 DRC meeting. Per comments at the 10-27-21 DRC meeting, revisions will be required. Awaiting resubmittal.					
PROJECT NAME: Schultz/Goethe					
SUB-04-23-017875	04/06/2023		Subdivision Plan	Active	Jordan Holloway
Applicant: Brian Witmer		Owner: Todd Brown			
PLAN DESCRIPTION: Project proposes to subdivide a 0.8 acre residential lot into three residential lots. Currently, the lot is vacant and undeveloped.					
PROJECT NAME: SCHULTZ/GOETHE RD					



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

### Subdivision Plan

SUB-10-22-017317	10/17/2022		Subdivision Plan	Active	Jordan Holloway
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**Applicant:** Thomas and Hutton

**Owner:** Khovnanian Homes

**PLAN DESCRIPTION:** A request by Thomas & Hutton on behalf of K. Hovnanian Homes for approval of a subdivision application. The project consists of creating 78 single-family residential lots along with associated right-of-way and common areas. The property is identified by tax map number R610 044 000 0143 0000 and consists of 18.23 acres located at Hartwell Road and Varner Road. The property is zoned New Riverside PUD.

This item is on the November 23, 2022 DRC Meeting agenda.

Status 4-5-23: This item needs to be resubmitted to address comments.

**PROJECT NAME:** NEW RIVERSIDE -PARCEL 9

Total Subdivision Plan Cases: 5

### Zoning Action

### UDO Text Amendment



# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

### Zoning Action

ZONE-03-18-011836 03/26/2018 Zoning Action Active Kevin Icard

**Applicant:** Town of Bluffton **Owner:** Town of Bluffton

**PLAN DESCRIPTION:** A request by the Unified Development Ordinance Administrator for consideration of revisions to the following sections of the Town of Bluffton's Municipal Code of Ordinances, Chapter 23, Unified Development Ordinance:

1.1.8 Activities That Do Not Constitute Development; 2.2 Establishment; 3.2 General Application Approval Process; 3.9 PUD Master Plan; 3.18 Certificate of Appropriateness – Historic District (HD); 3.19 Site Feature – Historic District (HD); 3.20.2 Applicability; 3.25 Designation of Contributing Structure; 3.26 Appeals; 4.4 Conditional Use Standards; 5.3.7 Specific Landscaping Standards; 5.15 Old Town Bluffton Historic District; 7.2.2. Illegal Nonconformities; 7.9 Nonconforming Sites Resulting from Right-Of-Way Dedication or Acquisition; 9.2 Definitions; 9.3 Interpretation of Dimensional Standards; and, 9.4 Description of Uses of Land and Buildings

STATUS: 1/29/2019 The Application was heard at the January 23, 2019 Planning Commission meeting where it was recommended for approval to Town Council with conditions related specifically to Public Projects, Minor and Major PUD Master Plans, Development Plans, requiring public notice for various projects and to include language related to appeals.

STATUS: 2/18/2019 The Application will be heard at the March 12th Town Council meeting.

STATUS: 5/28/2019 A portion of the text amendments were approved by Town Council at their March 12, meeting. Additional items will be presented to Town Council at a future date.

STATUS: 4/21/2020 Various UDO text amendments are being reviewed by Planning Commission, and Town Council over the coming months.

**PROJECT NAME:**

### Zoning Map Amendment





# Growth Management Application Update Report

Town of Bluffton  
Department of Growth Management  
Office of Planning and Community Development  
20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
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## Active Cases

### Zoning Action

ZONE-08-21-015740	08/17/2021	115 BLUFFTON RD ROAD	Zoning Action	Active	Aubrie Giroux
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**Applicant:** Town of Bluffton

**Owner:** Town of Bluffton

**PLAN DESCRIPTION:** A request by the Town of Bluffton for an Ordinance approving a zoning map amendment for the 9.27 acre Town owned property located at 115 Bluffton Rd, in conjunction with the concurrent annexation request, to rezone the property from the current T4 Hamlet Center (T4HC) and T3 Neighborhood (T3N) Zoning districts pursuant to the Beaufort County Community Development Code to General Mixed Use (GMU) pursuant to the Town of Bluffton Unified Development Ordinance. Town Council considered the "Intent to Annex" and voted to accept the annexation petition at their July 13, 2021 meeting and forgo referring the request to the Negotiating Committee. Planning Commission held a workshop on the zoning map amendment at their August 25, 2021 meeting. Planning Commission then held a Public Hearing and voted to forward a recommendation of approval to Town Council to Town Council at their October 27, 2021 meeting which, due to extenuating circumstances, was re-scheduled to November 1, 2021 at which time several new items for consideration remained for consideration after 9:30 pm, including the proposed Zoning Map Amendment and its Public Hearing, which Planning Commission voted to continue to consider at a special meeting which they scheduled for November 11, 2021. Town Council will hold First Reading of the Zoning Map Amendment Ordinance on December 14, 2021 followed by a Public Hearing and Second and Final Reading of the zoning map amendment Ordinance at their February 8, 2022 meeting.

**PROJECT NAME:**

### Zoning Permit

ZONE-04-23-017918	04/17/2023	3088 BLUFFTON PARKWAY	Zoning Action	Active	Dan Frazier
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**Applicant:** Sam Connor

**Owner:** Hilton Head Christian Academy

**PLAN DESCRIPTION:** Installation of a temporary modular building to serve as a classroom and locker room. Proposed improvements to include walkways, ADA access ramp & utility connections

**PROJECT NAME:**

**Total Zoning Action Cases: 3**

**Total Active Cases: 53**



# Growth Management Application Update Report

Town of Bluffton

Department of Growth Management

Office of Planning and Community Development

20 Bridge Street P.O. Box 386 Bluffton, South Carolina 29910

Attachment

Section XI. Item #1.

Case Number	Application Date	Property Address	Plan Type	Plan Status	Plan Mgr
Total Plan Cases: 53					



**Town of Bluffton**  
20 Bridge St.  
PO Box 386  
Bluffton, SC 29910  
843.706.4500

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**To:** Town Council

**From:** Stephen Steese, Town Manager

**Date:** May 1, 2023

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### **Town Operations / Community Meetings**

- The budget process is moving forward as we have completed the Draft FY 23-24 Budget. It will be presented to Council at our May Council Meeting. We have 2 budget meetings scheduled for May between First and Second Reading.
- Town staff held a Mobile Town Hall at Lawton Station. We had about 40 residents from the community attend and asked many questions about the Town. They were appreciative of the meeting.
- We held a Buck Island Neighborhood Meeting to kick off the process to update the Buck Island – Simmonsville Neighborhood Plan. There was a good turnout from the community with many completing surveys and stating they were willing to serve on the steering committee.
- The Town held a Family Fun Day at Amphitheatre Portion of Buckwalter Park. We had blowups, games, and food for employees and their families that attended.

### **Town Council/Town Attorney Related Meetings**

- Weekly Mayor / Mayor Pro Tempore / Town Manager meetings.
- Mayor, Councilmen Hamilton, and staff attended the SOLOCO meeting in Bluffton. There was an update from the Beaufort Jasper Housing Trust on some of their next steps. SOLOCO also discussed future priorities to include having more uniform traffic impact analysis studies and looking at growth maps and zoning designations to see where we can better coordinate countywide. The Board agreed to bring recommendations to the June meeting for a committee to study and make recommendation for stronger and more uniform traffic impact analysis studies throughout both counties.
- Mayor, Council, and staff attended the Bluffton MLK Martyr Day Luncheon and presented on priorities and outreach from the Town.
- Mayor, Council, and staff attended The Heritage Golf Tournament to support the impact that the tournament and foundation have on the community.

### **Updates and Miscellaneous Information**

- We attended several ribbon cuttings for new businesses and are excited to see the continued investment in the community.
- We held the dedication and opening event at the Amphitheatre Section of Buckwalter Park. This was the portion we purchased from Cigna (Evicore) last year. We are excited for the potential this park has for events and for use by the community.
- Kim Gammon's last day as Town Clerk was April 13<sup>th</sup>. We completed the interviews and have hired a new Town Clerk that will start May 18<sup>th</sup>. Kerry Guzman has served as Interim Clerk. Kerry and Melinda Penny have stepped up and helped to ensure efficient operations during this transition.

## TOWN COUNCIL



## STAFF REPORT

## Projects and Watershed Resilience Department

<b>MEETING DATE:</b>	May 9, 2023
<b>PROJECT:</b>	May River Watershed Action Plan Advisory Committee (WAPAC) Recommendation to Update the 2004 "A Baseline Assessment of Environmental and Biological Conditions in the May River, Beaufort County, South Carolina" (Fiscal Impact – \$155,000)
<b>PROJECT MANAGER:</b>	Kimberly Washok-Jones, Director of Projects and Watershed Resilience

**REQUEST:** The May River Watershed Action Plan Advisory Committee (WAPAC) requests Town Council consider a recommendation to update the 2004 study "A Baseline Assessment of Environmental and Biological Conditions in the May River, Beaufort County, South Carolina" (henceforth Baseline Assessment) as outlined in the attached Memorandum (Attachment 1).

The total cost to update the Baseline Assessment is \$155,000. Staff has proposed the Consolidated Municipal Budget for Fiscal Year 2024 (FY24) include the cost to update the Baseline Assessment.

**BACKGROUND:** The Town of Bluffton commissioned the Marine Resources Research Institute of the South Carolina Department of Natural Resources (SCDNR), the United States Geological Service (USGS), and National Oceanic and Atmospheric Administration's Center for Coastal Environmental Health and Biomolecular Research (NOAA-CCEHBR) to undertake a multidisciplinary study of the May River. The study was conducted to assess the water, sediment, and biological quality of the entire riverine system in 2002-2003 and provide a comprehensive database of conditions prior to any major development activities in the watershed. In 2004, a final report was delivered to the Town.

At the February 10, 2022 meeting, WAPAC voted to recommend a list of Strategic Plan priorities for Town Council's consideration to include in the Strategic Plan FY 2023-2024. Staff provided Town Council with a Memo summarizing these recommendations at the February 15, 2022 Town Council Strategic Planning Workshop. Council agreed to add the Memo of WAPAC's recommendations into the FY 2023-2024 Strategic Plan and will consider each recommendation once prioritized and fully developed by WAPAC.

At the June 23, 2022, WAPAC meeting, WAPAC Strategic Plan Priority 2 was identified as: Update assessments of current environmental health status of the Town's watersheds compared to historical conditions to inform management opportunities. Thus, WAPAC's recommendation is to update the 2004 report "A Baseline Assessment of Environmental and Biological Conditions in the May River, Beaufort County, South Carolina" to compare current environmental and biological conditions to the baseline.

At the April 27, 2023, WAPAC meeting, the committee recommended Town Council update the 2004 Baseline Assessment as outlined in the attached Memorandum (Attachment 1).

**NEXT STEPS:**

- Town Council considers WAPAC's recommendation defined in the attached Memorandum - "Recommendation to Update the 2004 Baseline Assessment of Environmental and Biological Conditions in the May River as part of the Town's Fiscal Year 2024 (FY24) Budget."
- In FY23: Town Council considers including \$155,000 for the Baseline Assessment Update in the FY24 Consolidated Municipal Budget.
- In FY24: Town Council considers authorizing the Town Manager to execute a proposed contract with SCDNR to conduct work for the Baseline Assessment Update.

**SUMMARY:** This project originated from the 2023-2024 Strategic Plan and WAPAC recommendations. It is supportive of the following guiding principles of the Town:

- May River & Surrounding Rivers and Watersheds Guiding Principle #1. Support initiatives, such as the May River Watershed Action Plan, to improve water quality of the May, Okatie/Colleton and New Rivers and their watersheds.
- May River & Surrounding Rivers and Watersheds Guiding Principle #2. Seek collaboration and partnerships that protect and improve the May, Okatie/Colleton and New Rivers and their watershed.

Consistent with these Guiding Principles, WAPAC is recommending Town Council include \$155,000 in the FY24 Consolidated Municipal Budget to conduct the Baseline Assessment

**ATTACHMENTS:**

1. WAPAC Memorandum "Recommendation to Update the 2004 Baseline Assessment of Environmental and Biological Conditions in the May River as part of the Town's Fiscal Year 2024 (FY24) Budget."
2. Proposed Motion





## MEMORANDUM

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TO: Town Council

FROM: Stan Rogers, Chair, May River Watershed Action Plan Advisory Committee (WAPAC)

RE: WAPAC Recommendation to Update the 2004 Baseline Assessment of Environmental and Biological Conditions in the May River as part of the Town's Fiscal Year 2024 (FY24) Budget

DATE: APRIL 27, 2023

CC: Stephen Steese, Town Manager  
Heather Colin, Assistant Town Manager  
Kim Washok-Jones, Director of Projects & Watershed Resilience  
Bill Baugher, Watershed Management Division Manager  
Beth Lewis, Water Quality Program Administrator

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### REQUEST:

The WAPAC recommends that Town Council include in the FY24 budget an update to the 2004 report "A Baseline Assessment of Environmental and Biological Conditions in the May River, Beaufort County, South Carolina" completed by the South Carolina Department of Natural Resources (SCDNR), the U.S. Geological Survey, South Carolina District (USGS), and the National Oceanic and Atmospheric Administration (NOAA).

### BACKGROUND:

The Town of Bluffton commissioned the Marine Resources Research Institute of the SCDNR, the USGS, and NOAA's Center for Coastal Environmental Health and Biomolecular Research (NOAA-CCEHBR) to undertake a multidisciplinary study of the May River. The study was conducted to assess the water, sediment, and biological quality of the entire riverine system in 2002-03 and provide a comprehensive database of these conditions prior to any major development activities in the watershed.

It has been almost 20 years since this study was conducted. The May River is designated an Outstanding Resource Waters (ORW), however in 2009 shellfish harvesting was restricted. It is imperative that the Town update this study in FY24 and on a more frequent basis going forward.

This is also a recommendation from Blueprint Bluffton Section R2.11.

At the February 10, 2022, WAPAC meeting, WAPAC unanimously voted to recommend a list of Strategic Plan priorities. WAPAC Strategic Plan Priority Two (2), is to update the assessments of current environmental health status of the Town's May River watershed compared to historical conditions which will help inform management opportunities, e.g. the 2004 report "A Baseline Assessment of Environmental and Biological Conditions in the May River, Beaufort County, South Carolina" to compare current environmental and biological conditions to the baseline.

**Attachment 2**  
**Proposed Motion**

**May River Watershed Action Plan Advisory Committee (WAPAC) Recommendation for Town Council Consideration to Update the 2004 “A Baseline Assessment of Environmental and Biological Conditions in the May River, Beaufort County, South Carolina” (Fiscal Impact - \$155,000)**

**Proposed Motion**

*“I move to **[Approve, Approve with Conditions, or Deny]** WAPAC’s recommendation to include \$155,000 for the Baseline Assessment Update in the FY24 Consolidated Municipal Budget.”*

## TOWN COUNCIL

## STAFF REPORT

## Projects and Watershed Resilience Department



<b>MEETING DATE:</b>	May 9, 2023
<b>PROJECT:</b>	Consideration of a Resolution to Authorize the Installation of “No Parking” Signs and Restricted Parking for Limited Times on a Portion of Bridge Street
<b>PROJECT MANAGER:</b>	Kimberly Washok-Jones, Director of Projects and Watershed Resilience

**REQUEST:** Staff requests Town Council approval of a Resolution (Attachment 1) to designate additional restricted and no parking areas on a portion of Bridge Street from Calhoun Street to Heyward Cove.

**BACKGROUND:** Pursuant to the Unified Development Ordinance 2015-05 requiring an increase in off-street parking spaces for commercial uses adopted March 10, 2015, the restricted 3-hour parking area is proposed on the north side of Bridge Street from Calhoun Street to Heyward Cove at each of the pervious parking spaces recently constructed as part of the Bridge Street Streetscape improvements project. Additionally, no parking is proposed for the south side of Bridge Street where the streetscape design intentionally did not provide for vehicular parking (Attachment 2).

Bridge Street from Heyward Cove to Boundary Street is owned by SCDOT and an encroachment permit has already been obtained. Bridge Street from Boundary Street to Calhoun Street is owned by the Town and though no SCDOT encroachment permit is required, no parking zones and other parking restrictions must be approved by Council through a formal Resolution.

**NEXT STEPS:** Upon Town Council approval (Attachment 3), Staff will coordinate the procurement, fabrication and installation of the proposed signs.

**SUMMARY:** Consistent with the Unified Development Ordinance 2015-05, Staff is requesting Town Council approve the attached Resolution to designate additional restricted and no parking areas along Bridge Street.

**ATTACHMENTS:**

1. Resolution
2. No Parking Plan
3. Recommended Motion

## RESOLUTION

### AMENDMENT OF THE RESTRICTED PARKING ZONES WITHIN THE OLD TOWN HISTORIC DISTRICT TO DESIGNATE ADDITIONAL “NO PARKING” AREAS AND ADDITIONAL “LIMITED 3-HOUR PARKING” AREAS FROM 8:00 AM TO 5:00 PM ON BRIDGE STREET FROM CALHOUN STREET TO HEYWARD COVE

WHEREAS, the Town of Bluffton Town Council (the "Town Council") adopted the Old Town Master Plan on July 12, 2006 through Ordinance 2006-17 which established specific goals including providing adequate parking opportunities within the Old Town Historic District; and

WHEREAS, in January 2014, the Town of Bluffton entered into a contract with Thomas & Hutton Engineering to develop a Calhoun Street and Adjacent Area Study to establish a public infrastructure master plan and policy guidelines; and

WHEREAS, the Town Council adopted an amendment to the Unified Development Ordinance requiring an increase in off-street parking spaces for commercial uses on March 10, 2015 through Ordinance 2015-05; and

WHEREAS, the Town Council held a Workshop on October 20, 2015 and provided direction on certain immediate action items focused on improving parking conditions including the implementation of time restricted parking in certain areas within the Old Town Historic District; and

WHEREAS, per Section 26-78 of the Town Municipal Code, the Town Council has the authority to establish no parking zones, restricted parking zones, parallel zones, loading zones, handicapped parking zones, parking meter zones and other reasonable parking regulations; and

WHEREAS, on November 10, 2015, the Town Council approved a Resolution authorizing, among other things, the establishment of a restricted parking zone for Calhoun Street beginning at the intersection with May River Road and continuing south to the intersection at Bridge Street and for the head-in parking areas located at Dubois Park on Lawton Street and Lawrence Street which limits parking to two (2) hours between the hours of 9:00 a.m. to 5:00 p.m. Monday through Friday; and

WHEREAS, on December 8, 2015, the Town Council approved an Amendment of the restricted parking zone for Calhoun Street beginning at the intersection with May River Road and continuing south to the intersection at Bridge Street and for the head-in parking areas located at Dubois Park on Lawton Street and Lawrence Street from a two-hour to a three (3) hour parking limit between the hours of 9:00 a.m. to 5:00 p.m. Monday through Friday; and

WHEREAS, on December 13, 2016 the Town Council approved an Amendment of the restricted parking zone to include “No Parking” signs along Boundary Street from the intersection of May River Road/Bruin Street to Bridge Street other than the designated on-street parking adjacent to Dubois Park; and



WHEREAS, on September 11, 2018 the Town Council approved an Amendment of the restricted parking zone to include “No Parking” signs along a portion of Water Street beginning at Calhoun Street to Boundary Street; and

WHEREAS, on March 12, 2019 the Town Council approved an Amendment of the restricted parking zone to include a portion of May River Road from the intersection of May River Road, Calhoun Street and Promenade Street eastward and westward to the Intersection of May River Road, Bluffton Road and Boundary Street; and

WHEREAS, on August 13, 2019, Town Council approved an Amendment to the restricted parking zone in portions of the Bluffton Old Town Historic District to include “No Parking” signs along a portion of Bridge Street, from Thomas Heyward Street to Calhoun Street; and

WHEREAS, on October 8, 2019, Town Council approved an Amendment to the restricted parking zone in portions of the Bluffton Old Town Historic District to include “No Parking” along a portion of Boundary Street adjacent to the Martin Family Park, “3-Hour” parking at Martin Family and Wright Family Park, and “Reserved/Church” parking on the west side of Calhoun Street south of Water Street; and

WHEREAS, on February 11, 2020, Town Council approved an Amendment to the restricted parking zone in portions of the Bluffton Old Town Historic District to include “No Parking” zones along both sides of Lawrence Street extending from Huger Cover to DuBois Lane, and to include “No Parking” zone from 8:00 am to 9:00 am and 2:00 pm to 3:00 pm for a portion of the west side of Calhoun Street immediately adjacent to the Haag Elementary Building at May River Montessori School.

WHEREAS, the Town Council desires to Amend the restricted parking zone in portions of the Bluffton Old Town Historic District to establish a “No Parking” zone along the south side of Bridge Street from Calhoun Street to Heyward Cove and to establish a “Limited 3-Hour Parking” zone from 8:00 am to 5:00 pm on Bridge Street from Calhoun Street to Heyward Cove.

**NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF BLUFFTON TOWN COUNCIL AS FOLLOWS:**

**Section 1.** Amendment of the restricted parking zone to include “No Parking” on the south side of Bridge Street from Calhoun Street to Heyward Cove.

**Section 2.** Amendment of the restricted parking zone to include “Limited 3-Hour Parking” from 8:00 am to 5:00 pm on the north side of Bridge Street from Calhoun Street to Heyward Cove, as shown on **Exhibit A – No Parking Plan dated 4/3/23.**

**THIS RESOLUTION SHALL BE EFFECTIVE IMMEDIATELY UPON ADOPTION.  
SIGNED, SEALED AND DELIVERED AS OF THIS NINTH DAY OF MAY 2023.**

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Lisa Sulka, Mayor

Town of Bluffton, South Carolina

ATTEST:

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Kerry Guzman, Interim Town Clerk  
Town of Bluffton, South Carolina

EXHIBIT A  
NO PARKING PLAN  
4/3/23



MONTESSORI SCHOOL

RE10 039 00A 0010 0000  
MAY RIVER MONTESSORI INC.  
70 BRIDGE ST.  
BLUFFTON, SC 29910  
PROPERTY LINES SHOWN  
FOR REF. PER 10-1-10

RE10 039 00A 0410 0000  
24 BRIDGE ST.  
BLUFFTON, SC 29910  
CUMMINGS LLC

RE10 039 00A 0510 0000  
24 BRIDGE ST.  
BLUFFTON, SC 29910  
CUMMINGS LLC

RE10 039 00A 0610 0000  
24 BRIDGE ST.  
BLUFFTON, SC 29910  
CUMMINGS LLC

RE10 039 00A 0710 0000  
24 BRIDGE ST.  
BLUFFTON, SC 29910  
CUMMINGS LLC

RE10 039 00A 0810 0000  
70 BRIDGE ST.  
BLUFFTON, SC 29910  
CHARLOTTE MC CORD  
PROPERTY LINES SHOWN  
FOR REF. PER 10-1-10

MAY RIVER EXCURSIONS  
RE10 039 00A 0379 0000  
50 BRIDGE ST.  
BLUFFTON, SC 29910  
B. CALHOUN STREET LLC

SIGNS ARE NOT TO SCALE

COLORS WILL MATCH EXISTING  
TOWN SIGNAGE COLORS

BRIDGE STREET STREETSCAPE  
PARKING PLAN  
CALHOUN STREET TO HEYWARD COVE  
4/3/23

- 1 LIMITED TIME SIGNS  
(3 Hours Max.)
- 1 NO PARKING SIGN  
(Any Time w/ arrows)

**Attachment 3  
Proposed Motion**

**Consideration of a Resolution to Authorize the Installation of “No Parking” Signs and  
Restricted Parking for Limited Times on a Portion of Bridge Street**

**Proposed Motion**

*“I move to **approve** the proposed Resolution to authorize the installation of no parking along the south side of Bridge Street between Calhoun Street and Heyward Cove and the installation of limited 3-hour parking from 8:00 am to 5:00 pm on the north side of Bridge Street between Calhoun Street and Heyward Cove.”*



TOWN COUNCIL



STAFF REPORT  
Bluffton Police Department

<b>MEETING DATE:</b>	May 9, 2023
<b>PROJECT:</b>	Regional MOA's
<b>PROJECT MANAGER:</b>	Joseph Babkiewicz- Chief of Police

**REQUEST:** Town Staff requests Town Council to authorize the Town Manager to execute two additional MOA's with Beaufort County Sheriff's Office and Surrounding Agencies. The MOA's are for the School Resource Officer's and a Crime Scene Unit.

These positions will be on a call-out/part time position as needed. Beaufort County will supply all equipment needed for these additional responsibilities. The SRO's from each jurisdiction will work together to share information from school to school.

**BACKGROUND:** Beaufort City, Port Royal, Bluffton Police, and Beaufort County Sheriff's office are all looking to come together and regionalize special teams that will provide services throughout Beaufort County. Each department will have personnel on these teams to help support all of our local agencies and communities.

**NEXT STEPS:** The next steps for the implementation of these teams to seek interest from officers on each team. Class 3 officers will be hired to fill any/all school positions within the Town of Bluffton. The officers selected for each team will go through specific training provided by BCSO before being part of the callout schedule.

**SUMMARY:** These MOU's will help all local law enforcement agencies work together to provided services to each of their communities. It also provides our officers with an opportunity to train in various special skills that they can bring back to the department to help improve our operational capabilities. In addition, it will help provide the Town of Bluffton with additional resources during

a major event. This will help continue to keep the Town of Bluffton one of the safest communities in the state.

**ATTACHMENTS:**

MOU for Crime Scene Team

MOU for School Resource Officer

**STATE OF SOUTH CAROLINA )  
 )  
 )  
 )  
 )  
 )**

**COUNTY OF BEAUFORT )**

**LAW ENFORCEMENT  
CRIME SCENE UNIT  
MEMORANDUM OF UNDERSTANDING**

**THIS MEMORANDUM OF UNDERSTANDING** (the “MOU”) is made and entered into as of \_\_\_\_ day of \_\_\_\_\_, 2023 (“Effective Date”) by and between **Beaufort County Sheriff’s Office** (“BCSO”), **Town of Bluffton** (“Town”), and **Town of Bluffton Police Department** (“Bluffton PD”), hereinafter referred to collectively as the “Parties”.

**WHEREAS**, the Parties acknowledge that strengthening cooperation between local law enforcement agencies is critical to combat criminal activity, narcotic activity, and violent crime; and,

**WHEREAS**, the Parties recognize that the criminal activity, narcotic activity, and violent crime that occurs within Beaufort County and beyond seriously and adversely affects the safety of residents and citizens and the quality of life for all people within Beaufort County; and,

**WHEREAS**, investigation of crime and the successful prosecution of criminal offenders require that information be obtained through the application of scientific knowledge and methods; and.

**WHEREAS**, establishing sound and reasonable mechanisms to promote and encourage inter-governmental coordination and communication will increase effectiveness by reducing duplication of efforts, inefficient use of law enforcement personnel and resources, and contradictions between police departments; and,

**WHEREAS**, Sections 23-20-10 through 23-20-60 of the Code of Laws of South Carolina (1976) as amended provides that any county, incorporated municipality, or other political subdivision of this State may enter into mutual aid agreements as may be necessary for the proper and prudent exercise of public safety functions. These sections specify contractual provisions and approvals that are required for such an agreement. The officers and law enforcement provider under such an agreement have the same legal rights, powers, and duties to enforce the laws of South Carolina as the law enforcement agency contracting for the services; and

**NOW, THEREFORE**, for and in consideration of the mutual promises, undertakings and covenants set forth herein, the receipt and sufficiency of which is acknowledged and affirmed by the Parties, the Parties hereto agree as follows:

**SECTION 1: Purpose of Agreement:** The purpose of this agreement is to formally structure and jointly coordinate law enforcement personnel for the identification, collection, and preservation of physical evidence associated with criminal investigations. The Parties recognize and agree that this Agreement is not intended to, nor shall it create a separate legal entity subject to suit.

**SECTION 2: Authorization:** Intergovernmental law enforcement services and assistance may be provided among jurisdictions during times of emergency and routine law enforcement work when

mutual aid would best serve the interests of each jurisdiction and its residents in accordance with Sections 23-20-10 and 23-20-60 et seq. of the Code of Laws of South Carolina, 1976 as amended.

**SECTION 3: Consent and Request for Assistance:** Approval by the governing bodies and duly elected officials, and the execution of this Agreement by the authorized officials of each Party constitutes the agreement of the Parties for the provision of the services and cooperation as further described herein, and to the extent each Party is able.

**SECTION 4: Vesting of Authority and Jurisdiction:** To the full extent permitted by the Constitution and statutes of this State, all authority, duties, rights, privileges, immunities and jurisdiction, including the authority to execute criminal process and the power of arrest, are hereby conferred upon the Parties' named duly qualified law enforcement officers and their canine acting within and without their resident jurisdiction and surrounding areas not situated in the officers' employing jurisdiction. Local ordinances adopted by the Parties shall not be deemed extended to those areas located outside of the corporate limits of each Party's respective jurisdiction.

**SECTION 5: Term and renewal:** This agreement is effective as to each party and the date and time of signing and will automatically renew each anniversary date, year to year, and term to term unless a party exercises its right to terminate as further described herein.

**SECTION 6: Scope of services:** Either Party shall have the ability to request the services of the Crime Scene Unit for any situation where the Crime Scene Unit is warranted. Those scope of those services may include, but are not limited to the following: collecting, processing, and preserving physical evidence in the field; crime scene photography and videotaping; crime scene sketches; collection of known standards for comparison; collection of blood and/or other body fluids at crime scene; collection of sexual assault kits; and processing crime scene for latent prints. All services rendered under this agreement shall be in compliance with BCSO General Order 322A3 "Crime Scene Unit/Crime Scene Investigator's."

**SECTION 7: Assignment of Law Enforcement Officers the Crime Scene Unit:** Only named Law Enforcement Officers from Bluffton PD shall be granted authority to perform services contemplated under this Agreement. The removal of any named Law Enforcement in this agreement may be made at the discretion of the duly elected Sheriff, Chief or similar competent authority of the sending jurisdiction or his designee. If such removal occurs, the elected Sheriff, Chief, or similar competent authority or his designee shall notify the Parties in writing of such removal as soon as practicable. Any additional or alternative Law Enforcement Officers from Bluffton PD may be added upon a signed written addendum to this Agreement.

**SECTION 8: Authority over personnel:** Each Party shall maintain ultimate control over its personnel, regardless of where said personnel are physically located or what services said personnel are providing.

**SECTION 9: Training:** All law enforcement officers will attend all training mandated by their respective agencies. Upon agreement by the Parties, individual members may also attend training offered by reciprocal departments. The individual parties will maintain all training records and documentation related to their involvement when responding to request for assistance.

**SECTION 10: Records:** Each Party shall maintain its own records concerning the provision and the performance of any services provided by a Party pursuant to this Agreement. In the event of an arrest or the issuance of a summons/uniform traffic ticket by an officer acting outside the scope of his/her jurisdiction pursuant to a valid request for assistance, the issuing/arresting authority shall be required to maintain the records of such event, unless or until the jurisdiction with prosecuting authority provides a written request for said records.

**SECTION 11: Equipment and Facilities:** Each Party may utilize the equipment and facilities of their own law enforcement agency or other law enforcement agencies in carrying out the Party's obligations set forth in this Agreement.

**SECTION 12: Compensation, Bond and Related Matters:** This Agreement shall in no manner effect or reduce the compensation, pension or retirement rights of any officers acting under its authority and such officers shall continue to be paid by the county or other governmental entity where they are permanently employed. Each Party shall be compensated by the provision of like or reciprocal services. The bond for any officers operating under this Agreement shall include coverage for their activity in the county or municipality covered by this Agreement in the same manner and to the same extent provide by bonds of regularly employed officers of that county.

**SECTION 13: Insurance:** Each Party and/or Controlling Jurisdiction shall maintain its own insurance coverage for general liability, workers' compensation, and such other coverage as may be required by law or deemed advisable by the individual Parties.

**SECTION 14: No Indemnification or Third Party Rights:** The Parties shall be solely responsible for the acts and omissions of their respective employees, officers, and officials, and for any claims, lawsuits and payment of damages that arise from activities of its assigned officers. No right of indemnification is created by this Agreement and the Parties expressly disclaim such. The provisions of this Agreement shall not be deemed to give rise to or vest any rights or obligations in favor of any rights or obligations in favor of any party or entity not a party to this Agreement. To the extent permitted by South Carolina law and the South Carolina Tort Claims Act, each Party to this Agreement agrees to seek its own legal representation and bear its own costs arising out of any litigation that may arise from the performance of its obligations under this Agreement. However, it is understood that this Agreement in no way limits or negates the provisions of South Carolina Code Ann. § 17-13-45.

**SECTION 15: Severability:** If any portion of this Agreement is held invalid or inoperative, then so far as is reasonable and possible the remainder of this Agreement shall be deemed valid and operative, and effect shall be given to the intent manifested by the portion held invalid or inoperative. The failure by either party to enforce against the other any term or provision of this Agreement shall not be deemed to be a waiver of such party's right to enforce against the other party the same or any other such term or provision in the future.

**SECTION 16: Other Agreements.** This Agreement shall not repeal or supersede any existing agreements between the parties hereto concerning exchange and utilization of law enforcement personnel, nor does this Agreement restrict in any way the normal cooperative activities between law enforcement agencies concerning any ongoing investigations.



**SECTION 17: Modification or Amendment:** This MOU cannot be amended orally or by a single party. No amendment or change to this MOU shall be valid unless in writing and signed by the Parties.

**SECTION 18: Freedom of Information Act:** Any information shared or furnished to either Party pursuant to this Agreement shall be subject to the South Carolina Freedom of Information Act, Title 30, Chapter 4 of the South Carolina Code of Laws, 1976, as amended, unless otherwise exempt from disclosure. Responding to any validly submitted Freedom of Information Act request will be the responsibility of the Party that receives the request and such party will be responsible for any costs related to responding thereto; nevertheless, neither Party is obligated to obtain documents in possession of another Party to respond to a Freedom of Information Act request.

**SECTION 19: Construction:** The Parties acknowledge that the Parties and their counsel have reviewed and revised this Agreement and that the normal rule of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of this Agreement or any exhibits or amendments hereto.

**SECTION 20: Captions:** The section headings appearing in this MOU are for convenience of reference only and are not intended to any extent for the purpose, to limit or define the test of any section or any subsection hereof.

**SECTION 21: Termination:** In addition to any other rights to termination set forth in this MOU, the Parties may mutually agree to terminate this MOU prior to the expiration of the Term. Either party shall have the right to terminate this MOU for convenience upon thirty (30) days written notice to the other parties.

**SECTION 22: Automatic termination of Agreement:** This MOU shall remain in effect if either signatory for Beaufort County Sheriff's Office or Bluffton Police Department are no longer employed with their respective Agency for a period of thirty (30) days after their last date of employment. Following the thirty (30) day period, this MOU shall be invalid.

**SECTION 23: Counterparts:** This Agreement may be executed in any number of counterparts, each of which shall be deemed to be an original, and all of such counterparts shall constitute one Agreement. To facilitate execution of this Agreement, the parties may execute and exchange by email or telephone facsimile counterparts of the signature pages.

*[Remainder of Page Intentionally Left Blank. Signature Page(s) to follow.]*

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be duly executed and sealed as of the date first set above.

**OFFICE OF THE SHERIFF FOR BEAUFORT  
COUNTY**

\_\_\_\_\_  
(Signature of Witness 1)

BY: \_\_\_\_\_

P.J. TANNER, SHERIFF

DATE: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness 2)

**BLUFFTON POLICE DEPARTMENT**

\_\_\_\_\_  
(Signature of Witness 1)

BY: \_\_\_\_\_

JOSEPH BABKIEWICZ, CHIEF

DATE: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness 2)

**TOWN OF BLUFFTON**, a South Carolina  
municipal corporation

\_\_\_\_\_  
(Signature of Witness 1)

BY: \_\_\_\_\_

LISA SULKA, MAYOR

DATE: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness 2)

\_\_\_\_\_  
(Signature of Witness 1)

ATTEST: \_\_\_\_\_

STEPHEN STEESE, TOWN MANAGER

DATE: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness 2)

Bluffton PD Officer:

**STATE OF SOUTH CAROLINA    )**  
**)**  
**)**  
**COUNTY OF BEAUFORT         )**

**LAW ENFORCEMENT**  
**SCHOOL RESOURCE OFFICER**  
**MEMORANDUM OF UNDERSTANDING**

**THIS MEMORANDUM OF UNDERSTANDING** (the “MOU”) is made and entered into as of \_\_\_\_ day of \_\_\_\_\_, 2023 (“Effective Date”) by and between **Beaufort County Sheriff’s Office** (“BCSO”), **Town of Bluffton** (“Town”), and **Town of Bluffton Police Department** (“Bluffton PD”), hereinafter referred to collectively as the “Parties”.

**WHEREAS**, establishing sound and reasonable mechanisms to promote and encourage inter-governmental coordination and communication will increase effectiveness by reducing duplication of efforts, inefficient use of law enforcement personnel and resources, and contradictions between police departments; and,

**WHEREAS**, the Parties recognize the need for School Resource Officers to perform investigations, enforce state and local laws within the schools of Beaufort County.

**WHEREAS**, Sections 23-20-10 through 23-20-60 of the Code of Laws of South Carolina (1976) as amended provides that any county, incorporated municipality, or other political subdivision of this State may enter into mutual aid agreements as may be necessary for the proper and prudent exercise of public safety functions. These sections specify contractual provisions and approvals that are required for such an agreement. The officers and law enforcement provider under such an agreement have the same legal rights, powers, and duties to enforce the laws of South Carolina as the law enforcement agency contracting for the services; and

**NOW, THEREFORE**, for and in consideration of the mutual promises, undertakings and covenants set forth herein, the receipt and sufficiency of which is acknowledged and affirmed by the Parties, the Parties hereto agree as follows:

**SECTION 1: Purpose of Agreement:** The purpose of this Agreement is to formally structure and jointly coordinate School Resource Officer personnel throughout Beaufort County. The Parties recognize and agree that this Agreement is not intended to, nor shall it create a separate legal entity subject to suit.

**SECTION 2: Authorization:** Intergovernmental law enforcement services and assistance may be provided among jurisdictions during times of emergency and routine law enforcement work when mutual aid would best serve the interests of each jurisdiction and its residents in accordance with Sections 23-20-10 and 23-20-60 et seq. of the Code of Laws of South Carolina, 1976 as amended.

**SECTION 3: Consent and Request for Assistance:** Approval by the governing bodies and duly elected officials, and the execution of this Agreement by the authorized officials of each Party constitutes the agreement of the Parties for the provision of the services and cooperation as further described herein, and to the extent each Party is able.

**SECTION 4: Vesting of Authority and Jurisdiction:** To the full extent permitted by the Constitution and statutes of this State, all authority, duties, rights, privileges, immunities and jurisdiction, including the authority to execute criminal process and the power of arrest, are hereby conferred upon the Parties' named School Resource Officers acting within and without their resident jurisdiction and surrounding areas not situated in the officers' employing jurisdiction. Local ordinances adopted by the Parties shall not be deemed extended to those areas located outside of the corporate limits of each Party's respective jurisdiction.

**SECTION 5: Term and renewal:** This agreement is effective as to each party and the date and time of signing and will automatically renew each anniversary date, year to year, and term to term unless a party exercises its right to terminate as further described herein.

**SECTION 6: Scope of services:** Either Party shall have the ability to request the services of either Party's School Resource Officers for any situation where a School Resource Officer is warranted. The scope of those services may include, but are not limited to the following: conducting school related incidents; enforcing state and local law; preparing and maintaining official records and reports; managing and controlling computer database files for accuracy; and organizing, scheduling, and planning law enforcement services for extracurricular events on and off school campuses.

**SECTION 7: Assignment of School Resource Officers:** Only named School Resource Officers from Bluffton PD shall be granted authority to perform services contemplated under this Agreement. The removal of any named School Resource Officer in this agreement may be made at the discretion of the duly elected Sheriff, Chief or similar competent authority of the sending jurisdiction or his designee. If such removal occurs, the elected Sheriff, Chief, or similar competent authority or his designee shall notify the Parties in writing of such removal as soon as practicable. Any additional or alternative School Resource Officer from Bluffton PD may be added upon a signed written addendum to this Agreement.

**SECTION 8: Authority over personnel:** Each Party shall maintain ultimate control over its personnel, regardless of where said personnel are physically located or what services said personnel are providing.

**SECTION 9: Training:** All School Resource Officers will attend all training mandated by their respective agencies. Upon agreement by the Parties, individual members may also attend training offered by reciprocal departments. The individual parties will maintain all training records and documentation related to their involvement when responding to request for assistance.

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*[Remainder of Page Intentionally Left Blank. Signature Page(s) to follow.]*

IN WITNESS WHEREOF, the undersigned have caused this Agreement to be duly executed and sealed as of the date first set above.

**OFFICE OF THE SHERIFF FOR BEAUFORT  
COUNTY**

\_\_\_\_\_  
(Signature of Witness 1)

BY: \_\_\_\_\_

P.J. TANNER, SHERIFF

DATE: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness 2)

**BLUFFTON POLICE DEPARTMENT**

\_\_\_\_\_  
(Signature of Witness 1)

BY: \_\_\_\_\_

JOSEPH BABKIEWICZ, CHIEF

DATE: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness 2)

**TOWN OF BLUFFTON**, a South Carolina  
municipal corporation

\_\_\_\_\_  
(Signature of Witness 1)

BY: \_\_\_\_\_

LISA SULKA, MAYOR

DATE: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness 2)

\_\_\_\_\_  
(Signature of Witness 1)

ATTEST: \_\_\_\_\_

STEPHEN STEESE, TOWN MANAGER

DATE: \_\_\_\_\_

\_\_\_\_\_  
(Signature of Witness 2)

Bluffton School Resource Officers: