

**MAYOR:**  
Bradley D. Belt

**TOWN ADMINISTRATOR:**  
Stephanie Tillerson

**TOWN ATTORNEY:**  
Stafford J. McQuillin III



**MAYOR PRO TEMPORE:**  
Russell A. Berner

**COUNCIL MEMBERS:**  
E. Luke Farrell  
Madeleine Kaye  
Lance Spencer

**TOWN COUNCIL**  
**Municipal Center Council Chambers**  
**February 4, 2025, 1:00 pm**

**AGENDA**

- I. **Call to Order:**
- II. **Pledge of Allegiance**
- III. **Roll Call:**
- IV. **Approval of Minutes:**
  - A. Minutes of the Town Council Meeting of January 7, 2025 [Tab 1]
- V. **Citizens' Comments (Agenda Items Only):**
- VI. **Updates:**
  - A. Mayor
  - B. Council Members
  - C. Administrator
- VII. **Old Business:**

None
- VIII. **New Business:**
  - A. To Consider Approval of **Ordinance 2025-01** - An Ordinance To Amend Article 16 – Beach Management, Chapter 5. - Control Of Pets – **First Reading** [Tab 2]
  - B. To Consider Approval of **Ordinance 2025-02** - An Ordinance To Amend Chapter 12 - Land Use Planning and Zoning Ordinance Section 12-129. – Tree Preservation and Landscaping Standards to Establish Minimum Landscape Standards- **Public Hearing and First Reading** [Tab 3]
  - C. To Consider Approval of the Barrier Island Ocean Rescue One-Year Contract Extension Request for Beach Patrol Services [Tab 4]
  - D. To Consider Approval of the Proposal for the Leisure Trail Projects on Kiawah Island Parkway and Beachwalker Drive [Tab 5]
  - E. 2025 Committee and Board Appointments
    - a. Arts & Cultural Events Council [Tab 6]
    - b. Audit Committee [Tab 7]
    - c. Environmental Committee [Tab 8]
    - d. Infrastructure and Public Works Committee [Tab 9]
    - e. Planning Commission [Tab 10]
    - f. Public Safety Committee [Tab 11]
    - g. SATAX Committee [Tab 12]
- IX. **Citizens' Comments:**
- X. **Council Member Comments:**
- XI. **Adjournment:**

\*Each speaker shall be limited to five minutes. No more than 30 minutes shall be allowed for citizen presentations, comments, and/or questions, and the time shall be divided equally among those requesting to speak.

**FOIA:** Notice of this meeting has been published and posted in accordance with the Freedom of Information Act and the requirements of the Town of Kiawah Island.



**TAB 1**

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# **TOWN COUNCIL**

**Agenda Item**

**TOWN COUNCIL**  
**Municipal Center Council Chambers**  
**January 7, 2025, 1:00 pm**

Minutes

- I. **Call to Order: Mayor Belt called the meeting to order at 1:00 pm.**
- II. **Pledge of Allegiance**
- III. **Roll Call:**

**Present at the Meeting:** Bradley Belt, Mayor  
Russell Berner, Mayor Pro Tem  
Luke Farrell, Council Member  
Madeleine Kaye, Council Member  
Lance Spencer, Council Member

**Also Present:** Stephanie Tillerson, Town Administrator  
Mac McQuillin, Town Attorney  
Dorota Szubert, Finance Director  
Brian Gottshalk, Public Works Manager

IV. **Approval of Minutes:**

- A. Minutes of the Town Council Meeting of December 3, 2024

Mayor Belt stated that Council Members had been provided with a copy of the minutes of the Town Council Meeting of December 3, 2024, in advance. He asked if there were any additional comments or changes to the minutes.

Council Members Spencer and Kaye noted that their two minor changes had been made directly to the Town Clerk.

***With no other comments, the minutes were accepted.***

V. **Citizens Comments (Agenda Items Only):**

None

VI. **Updates:**

- A. Mayor

Mayor Belt stated that he encouraged attendance at the following upcoming meetings:

- The Town Council strategic planning meetings on January 23<sup>rd</sup> and 24<sup>th</sup>.
- The Quarterly Town Hall Meeting on Wednesday, January 29<sup>th</sup>.
  - State of the Town Presentation
- The Charleston County Planning and Public Works Committee meeting on Thursday at 5:00 pm
  - Consideration of the proposed Health And Wellness Village on Besty Kerrison Parkway.

Mayor Belt discussed the joint meeting that he hosted with Mayor Kleinman. At this meeting, there was a packed chamber and a lot of community input, most of which was strongly opposed to the proposed development. He noted that this meeting was originally supposed to take place a month or so ago but was deferred, which he believed was due to the developer trying to influence County Council Members' votes on the proposed Health and Wellness Village.

Mayor Belt stated that concerns had been raised directly and on iKiawah about coyotes on the island, pointing out that the Town Biologist had discussed issues related to coyotes at a prior

meeting. While coyotes are part of the island's ecosystem, legitimate concerns have been raised about public health and safety, so he has directed staff to develop and present to the Council a comprehensive plan regarding coyote management. He indicated it was a complex issue to address, noting there are state regulations on engaging with coyotes and permitting requirements when not on private property.

## **B. Council Members**

*Mayor Pro Tem Berner* stated that while he had no updates, he wanted to express his concern about the ordinance that was passed regarding the covering or not covering dumpsters. He indicated that he was considering rescinding the ordinance due to the numerous complaints he received in the past two weeks, claiming that the absence of a cover on the dumpsters has resulted in trash all over the road. After witnessing the trash on the road, he felt the appearance of trash was unacceptable and suggested revisiting the stricter ordinance.

*Mayor Belt* stated that the littering complaints received had been discussed, and while it is not clear whether the tarps themselves are the issue, there is no question that littering was unacceptable. He mentioned a separate ordinance against littering and explained that while he was unsure if Code Enforcement staff issued a citation or warning, there was a question as to the application of the ordinance in that particular set of circumstances.

*Council Member Kaye* provides updates on the permeable surface issue, noting the need for more data on the types of permeable services and cost estimates to provide a more complete picture before bringing it back to the Council.

*Council Member Kaye* discussed reworking the objectives for the Marsh Management Workgroup, finishing the interviews of prospective Environmental Committee members, and reinvigorating the Bobcat project with better communication and coordination with other island entities.

On behalf of KICA (Kiawah Island Community Association), *Council Member Kaye* spoke about the amendment that would grant KICA the authority to operate as an architectural control authority. She had been involved for two years in the transition plan that has been put forward, and while not perfect, as it stands now, it is at a good starting point.

*Council Member Farrell* talked about the restaffing of Town committees, expressing excitement about the high-quality and great skill sets of the volunteers. He stated that he had been mainly working as an advisor to the Planning Commission and that throughout the month, there would be interviews for the Audit and SATAX (State Accommodations Tax) Committees, as well as other committees.

*Council Member Spencer* stated that pending approval of the charter for the Infrastructure and Public Works Committee, he and Mr. Gottshalk would interview the five great candidates who have offered to serve on the Committee.

*Council Member Spencer* stated that he felt it was time for some public awareness and public information on coyotes to be shared and asked that in that education, community members be educated on what they could and should do. He shared his personal experiences with coyotes and emphasized the importance of personal responsibility.

*Mayor Belt* stated that he had neglected to mention the Arts Council programs: Caleb Borek, an extraordinary young pianist, on Sunday, along with the sold-out performances from Judy Carmichael and Liquid Pleasure.

*Mayor Belt* also thanked *Council Member Kaye* for addressing the ARB issue. He stated that at the KICA Board meeting, they approved the phase three report to affect a transition of the ARB functions from current developer control to the Community Association's control. He discussed the

lengthy process and the extraordinary time and effort required to transition architectural control functions.

C. Administrator

Ms. Tillerson provided updates on the following:

- Kiawah Island Parkway and Beachwalker Drive Leisure Trail Project
  - The Town received County C funds for the project
  - RFP (Request for Proposals) is expected to go out this week.
- The Town is currently searching for a new Communications Director, and information is available on the Town's website.

VII. **Old Business:**

None

VIII. **New Business:**

A. To Consider Approval of the Purchase of Traffic Monitoring Devices

Mayor Belt stated that the Ways and Means Committee considered purchasing traffic monitoring devices and related devices.

Council Member Farrell stated that to improve our speed and traffic control, staff has proposed devices that display traffic speed, which will be placed at three proposed locations. He indicated that approximately three-fifths of the money has already been allocated through SATAX funding, and about two-fifths of the money is being requested here. The attempt here is to improve our speed and traffic control.

Mr. Gottshalk clarified that the first devices are three projection signs that flash once you reach a certain speed threshold to alert drivers that they are going over the speed limit. The second piece of equipment is a message board trailer that will be used to post messages about various advisories. The third is stealth boxes, small boxes that can be attached to an existing post and record traffic data on vehicle volume and speed.

Council Member Farrell added that the devices are solar-powered and will also gather traffic monitoring data, eliminating the need to pay a contractor annually. He indicated that the Ways and Means Committee recommended that the purchase be approved.

***Council Member Kaye made a motion to approve the purchase of the traffic monitoring devices. Council Member Farrell seconded the motion.***

Mayor Pro Tem Berner commented that in addition to the devices, enforcement was needed to ensure compliance. He also raised concerns about competitive bidding, the need for a five-day notice on the Town's website, and the exclusion from sales tax.

Council Members discussed the placement of the devices, along with an in-depth discussion of compliance with the competitive bidding process, sole sourcing, and cooperative purchasing, which piggybacks on other governmental agencies' competitive processes.

***Mayor Pro Tem Berner made a motion to amend the approval of the proposal, subject to receipt of advice and counsel as to whether 4-409 can be relied upon for this purchase or whether we need to subsequently provide notice for 4-412. Council Member Farrell seconded the motion, and it was unanimously approved.***

***The motion to approve the purchase of the traffic monitoring devices as amended was unanimously approved.***

**B. To Consider Approval of the Infrastructure and Public Works Committee Charter**

**Council Member Farrell made a motion to approve the Infrastructure and Public Works Committee Charter. Council Member Kaye seconded the motion.**

Mayor Pro Tem Berner asked for clarification on the committee's specific focus. Mayor Belt indicated the committee would examine issues related to work on the Town's public roads and leisure trails, as well as issues related to public facilities (Municipal Center) and public services.

The discussion included a further explanation of the items in the focus categories and an in-depth discussion of the reappointment process included in the charters being considered.

**Following the discussion, the motion was unanimously approved.**

Mayor Belt stated that all the other committee charters being considered are existing charters. Minor modifications have been made to reflect the fact that Council Members will chair it, some modifications were made to the number of members, and the residency requirement was eliminated.

**C. To Consider Approval of Revisions to the following Charters:**

- a. Arts and Cultural Events Council
- b. Audit Committee
- c. Environmental Committee
- d. Public Safety Committee

**Mayor Pro Tem Berner made a motion to approve the revisions to the Arts and Cultural Events Council, Audit Committee, Environmental Committee, and Public Safety Committee charters. Council Member Farrell seconded the motion.**

In response to Council Member Kaye's question, Mayor Belt stated that the chair of the Council Member was the chair of the Arts Council Board, with a member of the Arts and Cultural Events Council recognized as the chair of that entity.

Council Member Farrell also called attention to the additional revisions made to the Audit Committee charter, which reduced the number of members and enhanced the language regarding auditing internal controls. Council Members engaged in an in-depth discussion of the charter.

**Following the discussion, the motion was unanimously approved.**

**Mayor Pro Tem Berner made a motion to move into Executive Session to receive legal advice protected by the Attorney-Client Privilege (S.C. Code Ann. 34-4-70-(a)(2)) concerning the settlement of claims in Case No. 2024-CP-10-00451. Council Member Kaye seconded the motion, and it was unanimously approved.**

**IX. Executive Session:**

- A. Executive Session to receive legal advice protected by the Attorney-Client Privilege (S.C. Code Ann. 34-4-70-(a)(2)) concerning the settlement of claims in Case No. 2024-CP-10-00451.**

Mayor Belt stated that during the executive session, no decisions were made, and no actions were taken.

**Council Member Farrell made a motion to exit the Executive Session and return to the regular session. Council Member Kaye seconded the motion, and it was unanimously approved.**

The Council may take action after the Executive Session.

**Mayor Pro Tem Berner made a motion to approve the settlement agreement and authorize the mayor to sign that said agreement. Council Member Farrell seconded the motion, and it was unanimously approved.**

**X. Citizens Comments:**

**David DeStefano – 31 Burroughs Hall**

Mr. DeStefano commented on the traffic monitoring devices, including a recommendation to send direct notices to everyone, including contractors, of any changes as well as the suggestion to place speed control devices near speed limit signs.

**XI. Council Member Comments:**

Council Member Farrell indicated that the Town did a good job promoting the open committee slots and expressed satisfaction with the interest in the positions and the quality of the applicants.

**XII. Adjournment:**

**Mayor Belt adjourned the meeting at 2:10 pm.**

Submitted by,

\_\_\_\_\_  
**Petra S. Reynolds, Town Clerk**

\_\_\_\_\_  
**Date**

DRAFT



**TAB 2**

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# **TOWN COUNCIL**

**Agenda Item**

TOWN OF KIAWAH ISLAND

**ORDINANCE 2025-01**

**AN ORDINANCE TO AMEND ARTICLE 16 – BEACH MANAGEMENT, CHAPTER 5. -  
CONTROL OF PETS**

**WHEREAS**, the Town of Kiawah Island Code of Ordinances currently contains *Article 16 – Beach Management*; and

**WHEREAS**, the Town of Kiawah Island now finds that, upon further review, it is in the public interest to amend *Chapter 5. - Control Of Pets* to manage pet restraint on the beach ; and

**WHEREAS**, the Town Council wishes to amend *Article 16 – Beach Management, Chapter 5. Control Of Pets, Section 16-502. Restraint on the beach and dunes* modifying the dates in the year that owner may unleash their pets on the beach.

**NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.**

**Section 1                      Purpose**

The purpose of this Ordinance is to amend *Article 16. – Beach Management, Chapter 5. - Control Of Pets, Section 16-502. Restraint on the beach and dunes*

**Section 2                      Ordinance**

The Town hereby amends *Article 16. – Beach Management, Chapter 5. - Control Of Pets, Section 16-502. Restraint on the beach and dunes* as shown:

**Sec. 16-502. Restraint on the beach and dunes.**

- (b) Owners may unleash their pets from ~~October 16~~ ~~November 1~~ through ~~February 28~~ ~~March 15~~ in all areas of the beach except those areas designated as "Critical Habitat Areas" as well as those areas posted as critical bird habitat areas located on the eastern and western ends of Kiawah's beach. The owner must remain with their pet, have the pet under control, and have in their possession a leash in the event that there is a need to leash their pet, or if requested by other beachgoers. This applies only during daylight hours, as defined in subsection (a) of this section.

**Section 3                      Severability**

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the

remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances, or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

**Section 4**                    **Effective Date and Duration**

This Ordinance shall be effective upon its enactment by the Town Council for the Town of Kiawah Island.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS    DAY OF            2025.**

\_\_\_\_\_  
**Bradley D. Belt, Mayor**

**ATTEST:**

**By:** \_\_\_\_\_  
**Petra Reynolds, Town Clerk**

1<sup>st</sup> Reading: February 4, 2025

2<sup>nd</sup> Reading:

## **CHAPTER 5. CONTROL OF PETS**

### **Sec. 16-501. Need for controlling pets on beaches and dunes.**

Kiawah Island beaches and dunes provide habitats for a variety of plant and animal species that could be harmed by free-roaming pets. Beaches also provide recreational opportunities for property owners and guests. Regulation of pets is necessary to protect natural resources and habitats, and to ensure that property owners and guests, including small children, utilizing the beach for recreational purposes are safe and not threatened by free-roaming pets.

(Code 1993, § 16-501; Ord. No. 2001-2, 3-13-2001; Ord. No. 2009-06, 9-1-2009)

### **Sec. 16-502. Restraint on the beach and dunes.**

- (a) Owners may unleash their pets year round (in those areas of the beach designated as "Dog Use Areas" on the map of Kiawah Island showing proposed location of critical habitat areas and pet restraint requirements which is made a part thereof). This provision applies only during daylight hours, i.e., from 7:00 a.m. to 7:00 p.m. Dogs are prohibited in the areas designated "Critical Habitat Areas" on the referenced maps as well as those areas posted as critical bird habitat areas located on the eastern and western ends of Kiawah's beach. The dog use area on the map is amended to reflect that the western end of the beach known as "Beachwalker County Park" to a dog leash area effective November 1, 2014.
- (b) Owners may unleash their pets from ~~October 16~~~~November 1~~ through ~~February 28~~~~March 15~~ in all areas of the beach except those areas designated as "Critical Habitat Areas" as well as those areas posted as critical bird habitat areas located on the eastern and western ends of Kiawah's beach. The owner must remain with their pet, have the pet under control, and have in their possession a leash in the event that there is a need to leash their pet, or if requested by other beachgoers. This applies only during daylight hours, as defined in subsection (a) of this section.

(Code 1993, § 16-502; Ord. No. 99-2, 3-9-1999; Ord. No. 2009-06, § 2(1), 9-1-2009; Ord. No. 2001-2, 3-13-2001; Ord. No. 2010-05, § 2, 8-30-2010; Ord. No. 2013-04, § 2, 5-7-2013 ; Ord. No. 2014-08 , § 2, 8-5-2014)



**TAB 3**

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# **TOWN COUNCIL**

**Agenda Item**

**Town of Kiawah Island Zoning Ordinance Amendment Request**  
**Case AZO24-000010**

**Planning Commission Meeting: December 4, 2024**  
**Public Hearing and First Reading: February 4, 2025**  
**Second Reading:**

**CASE INFORMATION**

Applicant: Town of Kiawah Island

Application: The Town of Kiawah is requesting to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to modify Section 12-129 Tree Preservation and Landscaping Standards, Section 12-128. Access, Parking and Loading Regulations, Sec.12-374. Definitions to establish minimum landscape standards for all real property within the limits of the municipality with the exemption of single-family residential property.

Key Factors of the Proposed Ordinance:

The proposed amendment to Sec. 12-129 Tree Preservation and Landscaping Standards and Section 12-128 Access Parking and Loading Regulations establishes a process and requirement for submittal of landscape plans by licensed landscape architects to comply to the minimum standards outlined in the ordinance. Development of sustainable landscapes is a key objective of the standards and will enhance the community's resilience planning. The landscape requirements for access parking and loading areas is moved to this section of the ordinance for clarity and ease of use by the community and design professionals.

**RECOMMENDATION BY THE LANDSCAPE AND TREE PRESERVATION BOARD**

Pursuant to §12-24.1 (e) of the *Land Use Planning and Zoning Ordinance* "The Landscape and Tree Preservation Board may recommend such legislation as may be needed and practicable to pursue the purpose for which the Board was established and may serve as an advisory board for the Town for matters pertaining to landscape standards and tree preservation.

**RECOMMENDATION BY THE PLANNING COMMISSION**

Pursuant to §12-158(3) of the *Land Use Planning and Zoning Ordinance* "The Planning Commission shall review the proposed text amendment and/or zoning map amendment and take action, recommending that the Town Council approve or deny the proposed amendment. The Planning Commission may hold a public hearing in accordance with the procedures in section 12-156. The Planning Commission's recommendation shall be based on the approval criteria of subsection (6) of this section. The Planning Commission shall submit its recommendation to the Town Council within 30 working days of the Planning Commission meeting at which the amendment was introduced. A simple majority vote of Planning Commission members present, and voting shall be required to approve the amendment."

**DECISION ON AMENDMENT BY THE TOWN COUNCIL**

Pursuant to §12-158(5) of the *Land Use Planning and Zoning Ordinance* "After receiving the recommendation of the Landscape and Tree Preservation Board, the Planning Commission, the Town Council shall hold one or more public hearings, and any time after the close of the public hearing, take action to approve, approve with modifications, or deny the proposed amendment based on the approval criteria of subsection (6) of this section. A simple majority vote of Town Council members present, and voting shall be required to approve the amendment. Zoning map amendments shall not be approved with conditions. Prior to action on a proposed code text amendment, the Town Council may, in the exercise of its legislative discretion, invoke the "pending ordinance doctrine" by ordinance so that no building permits shall be issued for structures which would be affected by the proposed amendment until the Town Council has rendered its decision on the proposed amendment.

### **APPROVAL CRITERIA**

Pursuant to §12-158(6) of the *Land Use Planning and Zoning Ordinance*, (6) Approval criteria. Text and zoning map amendments to the ordinance may be approved if the following approval criteria have been met:

- a. The proposed amendment is consistent with the purposes and intent of the adopted Town of Kiawah Island Comprehensive Plan;
- b. The proposed amendment is consistent with the purposes and intent of this article;
- c. The purpose of the proposed amendment is to further the general health, safety and welfare of the Town of Kiawah Island;
- d. The proposed amendment corrects an error or inconsistency or meets the challenge of a changed condition.

**Planning staff finds the proposed amendment satisfies the approval criteria pursuant to §12-158(6) and recommends approval.**

### **PLANNING STAFF REVIEW**

The Tree Preservation and Landscaping Standards Ordinance (Section 12-129) adopted by Town Council in April 2024 focused on tree preservation and established the Landscape and Tree Preservation Board (Section 12-24.1). This text amendment should be considered Phase II of this ordinance, establishing the minimum landscape standards for the Town of Kiawah Island.

The development of this Phase II has followed a similar process used to develop the Tree Preservation and Landscaping Ordinance. The Landscape Standards Workgroup was established in June and has met monthly to develop the minimum landscape standards outlined in this text amendment. The Landscape Standards Workgroup includes members of the Planning Commission, Landscape and Tree Preservation Board, Kiawah Island Architectural Review Board, Kiawah Island Community Association, Kiawah Island Golf Resort, , Kiawah Conservancy and professional landscape architect currently working on the island.

The proposed text amendment is consistent with the ordinance in the purpose and applicability of the minimum landscape standards for all real property with the exemption of single family residential. The required landscape plans will be submitted as part of the site package for development through the current Site Plan Review Process. No zoning permit will be issued until the landscape plan has been approved in accordance with the ordinance.

Upon completion of a project, the Landscape Architect of Record will issue a letter of certification that the landscape was installed per the approved landscape plan. This will be a requirement prior to issuance of a Certificate of Occupancy. If necessary, the Building Official may issue a Temporary Certificate of Occupancy until any pending issues are addressed; such as planting season or plant availability.

An important component of the landscape standards is to promote Kiawah's Grow Native efforts and develop sustainable landscapes. The proposed plant standards establish minimum size and species and will require that 70% of shrubs and trees and 50% groundcovers be native species on Kiawah Island. The Grow Native plant database is designed to serve as a resource for residents, and design professionals and is continuing to be updated and provide detailed information on over 190 native plants. The minimum lot landscape requirements establish a minimum tree criteria that matches the tree preservation mitigation standard. Existing plant material that is healthy and meets the requirements of the ordinance may be used to satisfy any of the minimum landscape requirements.

The parking loading and vehicular area minimum landscape requirements has been moved to this ordinance from Section 12- 128 Access, Parking and Loading regulations and further description of the landscape

requirements of the Compatibility buffer (Section 12-127) is included to provide for clarity and ease of use by the community and landscape professionals.

The review process for this recommendation began with the November 19<sup>th</sup> 2024 Landscape and Tree Preservation Board meeting. After the staff presentation, Chairman Darus opened the floor for questions and comments to the public. Jennifer Hayes, a Board member with the ARB and a member of the Landscape Standards Workgroup offered the following:

- Concerns that using similar standards defined by the *Designing with Nature* guidelines as the basis for an ordinance would not be as flexible and responsive to site conditions.
- Concern that there might be conflicts between the ARB guideline requirements and the Town's proposed minimum landscape requirements.
- The Town might consider this an opportunity to establish some oversight for the homes on Eugenia Avenue that do not currently have any ARB oversight.

**Staff believes that both of the concerns expressed will be able to be addressed through the process established and if necessary through the Landscape and Tree Preservation Board and variance process established in Section 12-24.1 Landscape and Tree Preservation Board.**

**In addition, the Planning Commission may wish to consider modifying the applicability of both sections of the ordinance to allow them to apply to single family residences which are not subject to ARB review. Should the Planning Commission consider recommending to include the applicability of the ordinance to single family residential properties not subject to ARB review, staff recommends the following language be incorporated.**

***“The provisions of this Article apply to all real property within the municipal limits of the Town of Kiawah Island, excluding single family residential developments. However, the provisions of this article shall still apply to single family residential developments which are not subject to review or purview of any established architectural review board.”***

**LANDSCAPE AND TREE PRESERVATION BOARD MEETING NOVEMBER 19, 2024**

The Landscape and Tree Preservation Board unanimously recommended approval by a vote of 5 to 0.

**PLANNING COMMISSION MEETING DECEMBER 4, 2024**

The Planning Commission voted to amend the proposed text amendment to apply to single family residential properties not subject to ARB review.

***“The provisions of this Article apply to all real property within the municipal limits of the Town of Kiawah Island, excluding single family residential developments. However, the provisions of this article shall still apply to single family residential developments which are not subject to review or purview of any established architectural review board.”***

The Planning Commission then unanimously recommended approval by a vote of 6 to 0.

TOWN OF KIAWAH ISLAND

**ORDINANCE 2025-02**

**AN ORDINANCE TO AMEND CHAPTER 12 - LAND USE PLANNING AND ZONING  
ORDINANCE SECTION 12-129. – TREE PRESERVATION AND LANDSCAPING  
STANDARDS TO ESTABLISH MINIMUM LANDSCAPE STANDARDS.**

**WHEREAS**, the Town of Kiawah Island Municipal Code currently contains *Chapter 12 - Land Use Planning and Zoning*; and

**WHEREAS**, the Town of Kiawah Island now finds that, upon further review, it is in the public interest to amend the *Town of Kiawah Island Land Use Planning and Zoning Ordinance* to establish minimum landscape standards; and

**WHEREAS**, the Town of Kiawah Island desires to provide tree preservation and landscaping standards in order to consistently preserve and enhance Kiawah’s natural environment and to assure the continuance of significant trees and forests for present and future generations; and

**WHEREAS**, the text amendment would be consistent with the purposes and intent of the adopted Comprehensive Plan and would not be detrimental to the public health, safety, and welfare of the Town of Kiawah Island; and

**WHEREAS**, the Planning Commission held a meeting on December 4, 2024, at which time a presentation was made by staff, and an opportunity was given for the public to comment on the text amendment request; and

**WHEREAS**, the Planning Commission, after consideration of the staff report, subsequently voted to recommend to the Town Council that the proposed amendment be approved; and

**WHEREAS**, the Town Council held a Public Hearing on January 4, 2025, providing the public an opportunity to comment on the proposed amendment.

**NOW, THEREFORE, BE IT ORDERED AND ORDAINED BY THE COUNCIL OF THE TOWN OF KIAWAH ISLAND, SOUTH CAROLINA, AND IT IS ORDAINED BY THE AUTHORITY OF SAID COUNCIL.**

**Section 1                      Purpose**

The purpose of this Ordinance is to amend Chapter 12 - Land Use Planning and Zoning Ordinance to establish minimum landscape standards for the Town of Kiawah Island.

**Section 2                      Ordinance**

- (1) The Town hereby amends Section 12-129. Tree Preservation and Landscaping Standards as shown in the attached **“Exhibit A.”**

- (2) The Town hereby amends Section 12-128. Access, parking, and loading regulations as shown in the attached **“Exhibit B.”**
- (3) The Town hereby amends Section 12-374. Definitions as shown in the attached **“Exhibit C.”**

**Section 3                      Severability**

If any part of this Ordinance is held to be unconstitutional, it shall be construed to have been the legislative intent to pass said Ordinance without such unconstitutional provision, and the remainder of said Ordinance shall be deemed to be valid as if such portion had not been included. If said Ordinance, or any provisions thereof, is held to be inapplicable to any person, group of persons, property, kind property, circumstances or set of circumstances, such holding shall not affect the circumstances or set of circumstances, such holding shall not affect the applicability thereof to any other persons, property, or circumstances.

**Section 4                      Effective Date and Duration**

This Ordinance shall be effective from its enactment by the Town Council for the Town of Kiawah Island; however, applications need not be made or reviewed until 1) the Town Council has appointed a quorum of members of the Landscape and Tree Preservation Board and 2) the Landscape and Tree Preservation Board has adopted rules of organizational procedure.

**PASSED, APPROVED, AND ADOPTED BY THE COUNCIL FOR THE TOWN OF KIAWAH ISLAND ON THIS \_\_\_\_ DAY OF \_\_\_\_ 2025.**

\_\_\_\_\_  
**Bradley Belt, Mayor**

**ATTEST:**

**By:** \_\_\_\_\_  
**Petra Reynolds, Town Clerk**

1<sup>st</sup> Reading: February 4, 2025

2<sup>nd</sup> Reading:

**Sec. 12-129. Tree Preservation and Landscaping Standards.**

*Purpose and Intent.* The purpose of these regulations is to provide tree preservation and landscaping standards for all properties within the Town of Kiawah Island's municipal boundaries in order to consistently preserve and enhance Kiawah's natural environment and to protect significant trees and forests for present and future generations. The proper care of trees, shrubs and other landscape plants is important to the implementation of this chapter. It is the expectation that property owners, tree care professionals and design professionals utilize industry best practices in providing the proper care of trees for the overall health of the environment. The intent of these regulations is to:

- a. Preserve the natural character of neighborhoods;
- b. Ensure the health and wellbeing of Kiawah's native trees and maritime forests;
- c. Protect the health and safety of residents;
- d. Protect water quality and minimize stormwater runoff;
- e. Help prevent erosion or flooding;
- f. Promote integrated development with nature to minimize tree loss and environmental degradation;
- g. Establish a minimum standard for tree preservation and mitigation of environmental impacts resulting from tree removal;
- h. Screen noise, dust and glare;
- i. Maintain and or improve aesthetic and property values;
- j. Promote the planting of native trees and shrubs; and
- k. Encourage best practices for proper landscape and tree care.

Tree Preservation

(1) *Applicability & Exemptions.* The provisions of this article apply to all real property within the municipal limits of the Town of Kiawah Island, excluding single-family residential developments, except as otherwise expressly exempted. **However, the provisions of this article shall still apply to single family residential developments which are not subject to review or purview of any established architectural review board.**

- a. The following are exempt from the provisions of this article:
  - 1. Pruning of trees or shrubs for regular maintenance including dune maintenance.
  - 2. The trimming or removal of trees or vegetation for safe sight distance and visibility within or adjacent to a right of way or leisure trail for pedestrian, bicycle and or vehicular travel.
  - 3. Routine maintenance as pruning and trimming of trees on golf course. The removal of Specimen Trees on golf courses shall not be exempt from the provisions of this article.
  - 4. The removal of trees for emergency work.
  - 5. The removal of invasive tree species as defined within this article.
  - 6. Tree work completed by utility companies, electric suppliers, or governmental agencies. This article shall not restrict utility and electric suppliers from maintaining safe clearance around existing utility equipment, and existing easements in accordance with applicable state laws. The siting and construction of future gas, telephone, communications, electrical lines, or other utilities

shall be exempt from the provisions of this article provided that the applicable company, supplier, or agency has consulted with the Town and received zoning approval from the Planning Director prior to the commencement of construction or major maintenance projects to develop a strategy to:

- i. Minimize trimming of Protected Trees that do not substantially interfere with the intended purpose of construction or maintenance;
  - ii. Prioritize the protection of Protected Trees as a factor to be considered in the design process;
  - iii. Specify that trees to be removed from the rights-of-way by electric utilities and other utilities may be required to be replaced by such entity.
7. Nothing in this article shall be construed to prevent the ordinary trimming and maintenance of trees provided that a permit is obtained if required and such trimming is so excessive so as to constitute an abuse as described in this section.
- b. The removal of any Specimen Tree on a single-family residential development shall not be exempt from the provisions of this article.
- (2) *Required Permit.*
- a. No person shall cut down, top, remove, relocate, damage, destroy, or in any manner abuse any Protected Tree or Specimen Tree on any lot or right-of-way unless authorized by the terms of this article.
  - b. The removal of any Protected Tree or Specimen Tree on any site prior to the issuance of a zoning permit by the Town of Kiawah Island is prohibited. A zoning permit shall be required for the removal, relocation or destruction of Protected Trees or Specimen Trees in accordance with the procedures set out in this article. Permits for tree removal may be approved when the Planning Director has determined that one or more of the following conditions exist:
    1. The tree removal is part of a development plan or site plan for which a Tree Preservation Plan prepared by a licensed surveyor, civil engineer, forester, arborist, or landscape architect has been reviewed and approved pursuant to this article; or
    2. The tree(s) to be removed has been approved by the Landscape and Tree Preservation Board; or
    3. The density of trees is great enough that removal of a tree would be beneficial to the overall area and or health of a Protected Tree and or an environment as determined by a certified arborist.
  - c. Trees that are determined to be causing structural damage to a structure greater than 200 square feet or sidewalks and driveways, where said damage cannot be remedied without removing the tree may be removed as determined by a certified arborist. When there is a question of whether tree removal is necessary, the Planning Director may require documentation from a certified arborist with Tree Risk Assessment Qualifications that said damage cannot be successfully halted through root pruning and the installation of a root barrier while maintaining the structural integrity of the tree.
  - d. An approved zoning permit for tree removal may be issued with conditions as determined by the Planning Director or Landscape and Tree Preservation Board.
  - e. A permit shall not be required for tree(s) to be removed that have been determined to be dead, diseased, irreparably damaged, hazardous, or clearly causing damage to the property or injury to a person in the opinion of a certified arborist or Tree Risk Assessment Qualified (TRAQ) Arborist. Notification shall be made to the Town's Planning Department of such condition(s) prior to tree removal.

1. Notification to the Planning Department should include photos of the subject tree(s) and any supporting documentation to describe the conditions.
- (3) *Tree Surveys, Tree Preservation Plans, and Landscape Plans.*
- a. A tree survey showing all existing trees throughout the portion of any site or right-of-way proposed for disturbance and including any area counted as required open space area shall be submitted as part of any site plan for zoning permits for new construction, substantial improvements, or renovations; or any preliminary and final subdivision plats in accordance with the requirements below. Tree Survey submittal requirements can be found in *Table 4I. Tree Survey, Preservation and Landscape Plan Submittal Requirements* of this article.
    1. Tree surveys shall include the name, phone number, address, signature, and seal of a licensed surveyor, civil engineer, forester, arborist, or landscape architect.
    2. The tree survey must be certified and dated within two years of its submittal.
    3. A topographical and tree survey must be to an architectural or engineer's scale and is required to show the legal description of the property, including the following:
      - i. Recorded property lines, easements, and setbacks.
      - ii. The topographical contours of the lot, along with spot elevations for existing curbs, the street, and neighboring lot curbing.
      - iii. The location, genus, and species of all oak trees over three inches caliper DBH and other trees more than six inches caliper DBH.
      - iv. Any prominent natural features of the site.
      - v. Adjacent residences with roof heights from mean sea level (MSL), garages, and driveways.
      - vi. Current Ocean and Coastal Resource Management's Certified Critical Line which must be certified with five years of submittal.
      - vii. Utility locations.
  - b. A Tree Preservation Plan is a plan that shows all trees in the area to be developed or within the property, the trees to be protected or preserved, the measures taken to preserve them and those scheduled to be removed, including dead and damaged trees. Tree Preservation Plans may be required to be submitted to meet the requirements of this article as specified in *Table 4I. Tree Survey, Preservation and Landscape Plan Submittal Requirements*.
    1. The Tree Preservation Plan will include calculations to determine the number of replacement trees as required by the tree removal, mitigation, and replacement section of this article and a proposed reforestation landscape plan.
    2. The Tree Preservation Plan shall be developed by a forester, arborist, landscape architect or other horticultural registered professional.
    3. The Tree Preservation Plan shall reflect the applicant's best effort to determine the most feasible and practical layout of buildings, parking lots, driveways, streets, storage, and other physical features, so that the fewest Specimen and Protected Trees are destroyed or damaged and to minimize the negative environmental impact to the site.
    4. The Tree Preservation Plan should consider how the subject property along with adjacent properties, tree densities and landscape can contribute to develop and or maintain wildlife habitat.

5. The Tree Preservation Plan shall consider the grade quality of trees greater than eight inches DBH where all Grade A and Grade B trees should be prioritized for preservation.
6. Required Tree Protection Fencing: Tree protection fencing shall be shown on the plan, placed around all trees designated to be saved, prior to the start of development activities or grading. Such barriers shall be erected at a recommended minimum distance from the base of Protected Trees according to the following standards:
  - i. Tree protection fencing shall be placed at a minimum distance equal to ten feet from the base of a Specimen Tree. All vegetation on the site that is not impacted by construction shall be protected using tree protection fencing.
  - ii. Tree protection fencing shall consist of barriers approved by the Planning Department (a minimum of four feet in height). The Planning Department shall not require that chain link fences be used.
  - iii. Protective barricades shall remain in place until development activities are complete. The area within the tree protection fencing shall remain free of all building materials, stockpiled soil, or other construction debris. Construction traffic, storage of vehicles and materials, and grading shall not take place within the protective areas of the existing trees. Any violations must be addressed immediately, or a stop work will be issued.
  - iv. Construction access to a site should occur where an existing or proposed entrance/exit is located, except for driveway access points, sidewalks, and curb and gutter, land disturbance within a tree dripline is prohibited.
- c. Landscape Plans may be required to be submitted to meet the requirements of this article as specified in *Table 4I. Tree Survey, Preservation and Landscape Plan Submittal Requirements*. Detail of what must be included can be found in Landscape Standards (2).
  - ~~1. A required landscape plan shall be drawn to engineer's scale which contains dimensions and details for revegetating an area.~~
  - ~~2. The landscape plan shall contain trees and shrubs species depicted at maturity, fencing, and other site elements along with details of landscape materials including hard and soft scape elements.~~
  - ~~3. Landscape plans shall be prepared by a licensed, registered Landscape Architect whenever the area of land disturbance or development activity exceeds one half acre or when the total area of disturbance proposed building footprint exceeds 2,500 square feet.~~
- d. *Table 4I. Tree Survey, Preservation and Landscape Plan Submittal Requirements* in subsection (3) of this section shows the minimum requirements for submittal of various plans.

Table 4I. Tree Survey, Preservation and Landscape Plan Submittal Requirements			
Improvement Type	New Construction and Lot Preparation	Major Improvement <sup>1</sup>	Minor Improvement
Tree Survey	Required	Required	Not Required <sup>3</sup>
Tree Preservation Plan	Required	Required <sup>2</sup>	Not Required <sup>2</sup>
Landscape Plan	Required	Required	Not Required <sup>3</sup>
Submittal Requirement Notes: (1) A major improvement shall include any repair, renovation, reconstruction, alteration, or improvement where the footprint of the structure is being modified or where the proposed improvement creates any earth disturbing activity greater than 25 percent of the lot.  (2) A Tree Preservation Plan shall be required if a proposed development requires the removal of a Specimen or			

**Sec. 12-128. Access, parking and loading regulations.**

The following regulations are intended to aid in the design and location of proper access, parking, and loading areas in order to maintain safe and efficient traffic flow.

- (1) *Access/driveways.* The following regulations shall apply to all development to prevent the proliferation of poorly spaced driveways that can result in reduced safety and carrying capacity of community streets, except that the distances may be varied in accordance with section 12-163 to permit the construction of a single, safe access where no other access to a lot is possible.
  - a. Generally, any lot having access to more than one type of street shall provide access on the street designed for the lowest traffic volume.
  - b. Nonresidential properties having access to a minor and collector street may construct a single driveway on the collector street, provided that the driveway complies with the standards herein.
  - c. There shall be only one curb cut for an individual lot or parcel. Town approval shall be required for more than one curb cut to an individual lot or parcel from any street, where there is a compelling reason.
  - d. No lot or development parcel shall directly access Kiawah Island Parkway and the arterial portions of Governor's Drive and Flyway Drive.
  - e. Private residential driveways shall be a minimum of ten feet in width and provide a vertical clearance of a minimum of 13.5 feet. Nonresidential driveways shall be a minimum of 18 feet in width and provide a vertical clearance of a minimum of 13.5 feet.
- (2) *Spacing between driveways and intersections.* The centerline of driveways shall be separated from the centerline of other driveways and intersections in accordance with the following table 4D, excepting lots platted prior to adoption of the ordinance from which this article is derived and where relief is needed to protect essential natural features, such as specimen trees and dunes:

Table 4D. Driveway Separation Regulations	
Road Type	Minimum driveway separation
Arterial	Driveways prohibited
Collector	75 feet
Minor	No spacing limitation

- a. No driveway shall be permitted providing access to an arterial street if the property has access to a collector or minor street.
  - b. On minor streets, no driveway should be permitted within 60 feet of an intersection, except when relief is needed due to an existing tree, unusual lot configuration, wetlands or other topographical or geographic feature of the lot.
  - c. When channelized right turn lanes are used, the Planning Director shall determine the minimum spacing between the driveways and intersections based on AASHTO standards as modified by site-specific conditions.
- (3) *Parking and loading.* This section specifies the minimum parking and loading standards for the Town. Where strict interpretation of these standards creates a unique hardship, an individual may seek a variance pursuant to section 12-163.
  - a. *Minimum parking requirements.* Each use shall provide the number of parking spaces specified in table 4F in subsection (3)c of this section and comply with the following:

1. The Planning Director shall determine the number of parking spaces required for uses not referenced in table 4F in subsection (3)c of this section by first applying the standard for the most similar use or uses as listed in the table. If there is no similar use, the Planning Director may make a determination or may request that the applicant undertake a parking study.
2. Any fraction of a parking space required under this article shall be counted as a full parking space.
3. Handicapped spaces shall be provided as required by the Americans with Disabilities Act (ADA) standards shown below in table 4E in subsection (3)b of this section, or as requirements are amended by Federal Law.
4. Parking requirements shall be based on gross leasable area.
5. Off-street parking facilities shall be provided for any new building constructed and for any new use established, for any addition or enlargement of an existing building or use, or for any change of occupancy or manner of operation that would result in additional parking spaces being required; provided, however, if insufficient parking exists on a lot or parcel, then the number of spaces required to meet the needs of both the existing and new buildings or uses shall be provided.
6. Facilities being used for off-street parking on the effective date of this article shall not be reduced in capacity to less than the number of spaces prescribed, nor shall they be altered in design or function to less than the minimum standards prescribed herein.
7. For sites with more than one use, or for adjacent sites served by a common parking facility, the parking requirement shall be the total number of spaces required for each site or use.

b. *Accessible parking for physically disabled persons.* Handicapped spaces shall be provided as required by the Americans with Disabilities Act (ADA) standards shown in the following table 4E:

Table 4E. Minimum Number of Accessible Spaces for Physically Disabled Persons			
Total Parking Spaces Provided	Minimum Number of Spaces		
	Accessible	Van Accessible	Car Accessible
1—25	1	1	0
26—50	2	1	1
51—75	3	1	2
76—100	4	1	3
101—150	5	1	4
151—200	6	1	5
201—300	7	1	6
301—400	8	1	7
401—500	9	2	7
501—1,000	2 percent of total spaces	1 out of every 8 accessible spaces	7 out of every 8 accessible spaces
Over 1,000	20 + 1 per each 100 spaces over 1,000		

c. *Minimum dimensions.* All parking spaces reserved for persons with disabilities shall comply with the parking space dimension standards of this section, provided that access aisles shall be provided immediately abutting such spaces, as follows:

1. *Car accessible spaces.* Car accessible spaces shall have at least a five-foot-wide access aisle located abutting the designated parking space.
2. *Van accessible spaces.* Van accessible spaces shall have at least an eight-foot-wide access aisle located abutting the designated parking space.
3. *Proximity to main entrance.* All accessible spaces shall be in close proximity to the main entrance of the facility being served.

Table 4F. Off-Street Parking Requirements	
Type of Development	Required No. of Parking Spaces <sup>(1)</sup>
<b>Residential</b>	
Single-family detached	2 spaces per dwelling unit (DU) <sup>(2)</sup>
Duplex	2 spaces per dwelling unit
Patio homes	2 spaces per 2 bedroom per dwelling unit
Townhouses	2.5 spaces per 3 or more bedroom per dwelling unit
Multiple-family	1.5 spaces per efficiency or 1 bedroom per dwelling unit
<b>Hotels</b>	
Guestrooms	1 space per 4 persons allowed under maximum occupancy
Conference area (part of hotel structure)	1 space per 75 square feet of indoor seating area, plus 1 per 200 square feet of outdoor seating area
	50 percent of parking required for other uses
<b>Other uses<sup>(2)</sup></b>	
General office	1 space per 300 square feet of GLA
Real estate sales/leasing	1 space per 100 square feet of GLA
Doctor/dentist office	1 space per 100 square feet of GLA
Retail/service	1 space per 250 square feet of GLA
Restaurant	1 space per 75 square feet of indoor seating area, plus 1 per 200 square feet of outdoor seating area
Religious activities and public assembly	1 space per 50 square feet of assembly area
Convention center (not accessory to hotel)	1 space per 4 persons allowed under maximum posted occupancy, plus 1 per employee in shift
Community services	1 space per 2 employees plus 1 per company car parked on the premises
<b>Recreational</b>	
Driving range	1.5 spaces per tee
Golf courses	4 spaces per hole, plus 50 percent of the other uses, plus 1 space per employee on the largest shift <sup>(3)</sup>
Tennis courts	2 spaces per court, plus 50 percent of the other uses, plus 1 space per employee on the largest shift <sup>(3)</sup>
Marinas	3 spaces per 4 slips, plus 50 percent of the other uses <sup>(3)</sup>
Swimming pool	1 space per 300 square feet pool and deck area
Food and beverage	1 space per 75 square feet of indoor seating area, plus 1 space per 200 square feet of food service area
Other recreational facilities, indoor	1 space per 300 sq. ft

Parks (note: in addition to any other uses in this table)	1 space per 2 acres with minimum of 3 spaces
Mixed use parking	Calculated per individual use as set forth in this table
<sup>(1)</sup> The Planning Director may determine that parking in addition to any of the parking set forth in this table is necessary in the form of overflow parking on pervious surfaces.	
<sup>(2)</sup> Single-family residences shall have adequate turnaround space along driveways so that vehicles do not need to back into or out of driveways.	
<sup>(3)</sup> Other uses may include accessory meeting rooms/convention facilities and accessory restaurants.	

d. *Parking design standards.* The following are minimum design standards, the Planning Director may require modifications to parking lot design to ensure the safety of pedestrians, bicyclists and motorists:

1. All off-street parking shall be located outside of required landscape buffer areas and behind front building lines.
2. Parking facilities constructed, or reconstructed greater than 50 percent of their original size, subsequent to the effective date of the ordinance from which this article is derived shall conform to these design standards.
3. All required parking facilities shall be maintained for the duration of the use requiring such facilities. Parking facilities shall be used exclusively for the temporary parking of passenger automobiles, motor vehicles or light trucks not exceeding one ton in capacity, and shall not be used for the sale, display or storage of merchandise, or for the storage or repair of vehicles or equipment.
4. All required parking facilities shall be located on the same site as the use for which such facilities are required.
5. On street head-in parking is prohibited.
6. Angled parking is prohibited.
7. Required parking for residential uses shall be provided within an enclosed garage.
8. Each standard parking space shall consist of an independently accessible rectangular or trapezoidal area.
9. Each parking space shall have a vertical clearance of at least 7.5 feet.
10. Each parking and loading area shall have adequate drives, aisles, and turning and maneuvering areas for access and usability, and shall at all times have access to a street or alley.
11. The minimum parking facility design standards are listed in table 4G in this subsection.
12. Where applicable, the Planning Director may require overflow parking spaces in addition to those required in table 4F in subsection (3)c of this section. All overflow parking spaces shall be of a pervious surface.
13. Required parking spaces shall not have direct access to a street or highway. Access to required parking spaces shall be provided by on-site driveways. Off-street parking spaces shall be accessible without backing into or otherwise reentering a public right-of-way.

Table 4G. Minimum Parking Facility Design Standards

Parking Pattern (degrees)	Maneuvering Lane Width (feet)		Parking Space Dimensions (feet)		Total Width of Two Tiers of Spaces and Maneuvering Lane (feet)	
	One-Way	Two-Way	Width	Length	One-Way	Two-Way
0 (parallel)	11	18	8.5	25	28	35
30—50	12	20	9	18	48	56
54—75	13	22	9	18	49	58
76—90	N/A	24	9	18	N/A	60

- e. *Markings.* In paved parking areas, each off-street parking space shall be identified by surface markings at least four inches in width. Marking shall be visible at all times. Such markings shall be arranged to provide for orderly and safe loading, unloading, parking and storage of vehicles.
- f. *Off-street loading requirements.*
  1. *Spaces required.* For every nonresidential use there shall be provided sufficient space to accommodate the maximum number of trucks that will be loading, unloading, or standing at any one time.
  2. *Size of space.* Each off-street loading space shall be of a size commensurate with the buildings to be accommodated. In no case shall required off street loading space encroach upon off street parking space required by this article.
  3. *Location.* All required off street loading spaces shall be located on the same lot as the building which they are intended to serve.
  4. *Entrances and exits.* Off-street loading entrance and exit drives shall be located at least 25 feet from any street intersection.
  5. *Loading spaces adjacent to sidewalks.* Where a loading space is adjacent to a public sidewalk or other public pedestrian way, it shall be so located, arranged, and improved with curbs or other barriers, as to provide adequate protection for pedestrians.
  6. *Maneuvering areas.* All off street loading spaces shall be provided with adequate off street maneuvering areas.

Gross Floor Area (square feet)	Loading and Unloading Spaces Required
0—1,999	None
2,000—4,999	1 space at the discretion of the Planning Director
5,000—19,000	1 space
20,000—99,000	1 space, plus one space for each 20,000 square feet or portion thereof in excess of 20,000 square feet
100,000 or more	5 spaces, plus one space for each 40,000 square feet or portion thereof in excess of 100,000 square feet

~~g. Parking, loading and vehicular use area landscaping – see Section 12-129 Tree Preservation & Landscaping Standards.~~

~~g. Parking, loading and vehicular use area landscaping.~~

~~1. Parking, loading and vehicular area perimeters. Unless otherwise expressly stated, perimeter landscaping shall be required around the outer perimeter of all off street,~~

surface parking, loading and vehicular use areas. Parking areas for the exclusive use of single family dwellings shall be exempt from these requirements. Any off-street parking, loading or vehicular use area that will be entirely screened from view by an intervening building or structure or by a buffer provided to satisfy requirements contained elsewhere in this article shall also be exempt from these (parking, loading and vehicular use area) perimeter landscaping requirements.

~~2. — *Perimeter landscape requirements.*~~

~~(i) — A curbed perimeter landscape area at least ten feet in depth shall be provided at the perimeter of all off-street parking, loading and vehicular use areas, except where permitted driveway openings are to be provided. Where drainage or other utility easements exist along property lines, the perimeter landscape area shall be located adjacent to the easement.~~

~~(ii) — Required perimeter landscape areas shall be planted in accordance with the following minimum standards:~~

~~A. — One canopy tree shall be provided for each 50 linear feet of parking, loading or vehicular use area perimeter. These trees may be used to satisfy the interior parking lot landscaping requirements;~~

~~B. — A hedge or other landscape material of at least three feet in height (at maturity) shall be planted within the perimeter landscape area to provide a continuous landscape element, or a combination of trees, hedge, other durable landscape material or approved wall, fence or earth berm may be used to form the continuous landscape element;~~

~~C. — All portions of the perimeter landscape area not planted with shrubs or trees or covered by a wall or fence barrier shall be planted in grass or ground cover; and~~

~~D. — Parked vehicles may overhang a landscaped area if curbing is installed to prevent any damage to plants within the required perimeter landscape area. Landscaping, walls, fences and earth berms will be located to prevent their damage and/or destruction by overhanging vehicles.~~

~~3. — *Interior areas landscape requirements.* The following interior parking lot landscaping requirements shall apply to all parking lots except those exclusively serving single family residential uses.~~

~~(i) — A minimum of one landscape island shall be provided for each ten parking spaces within an off-street parking area. Required landscape islands shall have a minimum of 325 square feet, variably dependent upon the species of the canopy tree proposed by the designer. Each parking lot bay must terminate with a tree island.~~

~~(ii) — Each required landscaping island shall contain at least one canopy tree and there shall be at least one canopy tree per ten parking spaces within the off-street parking area. Double-loaded interior parking landscape islands are to be no less than ten feet wide and canopy trees planted in these islands are to be planted in line with parking stripes (between vehicles).~~

~~(iii) — Curbs, wheel stops or other approved protective barriers shall be installed around all required landscape islands, as approved by the Planning Director.~~

~~(iv) — Landscaping provided to meet the right-of-way buffer standards of this article may not be used to satisfy interior parking lot landscaping requirements. Canopy trees provided to meet perimeter landscaping requirements may be counted to satisfy interior parking lot landscaping requirements.~~

h. *Paving and drainage.*

1. For all uses except single-family dwellings, parking and loading facilities shall be surfaced and maintained with asphaltic concrete or other permanent hard surfacing material sufficient to prevent mud, dust, loose material and other nuisances. Pervious materials may be allowed as approved by the Planning Director.
2. All parking and loading facilities shall be designed, graded and provided with permanent storm drainage facilities that prevent standing water on any parking area, and do not increase the flow of water onto adjacent properties, streets or alleys.

(Code 1993, § 12A-405; Ord. No. 94-12, § 2(12A-404), 9-26-1994; Ord. No. 2005-08, § 12A-405, 10-12-2005)

Protected Tree(s).

(3) At the discretion of the Planning Director a landscape plan or tree survey may be required for any improvement which has been determined to create a potential adverse impact.

(4) *Specimen and Protected Trees.*

- a. Specimen Trees and Protected Trees are species chosen as a point of focus in a landscape which usually has an unusual shape, texture, color or other feature that distinguishes it from other trees and shrubs in the area excluding invasive species. These trees have a life expectancy of greater than ten years, have a relatively sound and solid trunk with no extensive decay or hollow, and have no major insects, pathological problem, or defects. Specimen Trees are valued for their size and their legacy.
- b. Under the provisions of this article, the following trees are considered Specimen Trees and shall be prohibited from being removed unless approval is granted by the Planning Director or designee in accordance with the requirements of this article:
  - 1. Grand Trees: Any tree with a diameter breast height of 24 inches or greater in size; and
  - 2. Live Oak Trees with a diameter breast height of 16 inches or greater.
- c. Under the provisions of this article, the following trees are considered Protected Trees and shall be prohibited from being removed unless approved by the Planning Director or designee in accordance with the requirements of this article:
  - 1. Any tree with a diameter breast height of eight inches or greater.

~~(5) *Native Species.*~~

- ~~a. Using native plants in landscaping has a direct impact on the local ecosystem which include benefits as the protection of water resources, allowing gardeners to reduce fertilizers, pesticides, and irrigation practices which otherwise can contribute to stormwater runoff pollution and degradation of downstream water quality; sustaining pollinators which are vital for fruit production and provide high quality food and shelter; providing essential watershed protection, helping natural aquifers recharge, serving to filter water naturally flowing into rivers and estuaries, lessening erosion and flooding; and resistance to saltwater intrusion from flooding and storm surge.~~
- ~~b. Native plant mitigation requirements for this article are specified in Table 4J. Tree Preservation Requirements and Mitigation Standards.~~
- ~~c. Native plants can be found in the Town of Kiawah Island's online Grow Native Plant Database. The Grow Native Plant Database is a searchable online database of native trees, shrubs, perennials, vines, ferns, and grasses that provides detailed information on growing conditions, size, flowering information, salt tolerance, deer resistance, and the wildlife value for each plant. The database was designed to help promote the use of native plants on the island and serve as a resource for residents, landscapers, landscape architects, landscape designers, and other entities.~~

~~(6) *Invasive Species.*~~

- ~~a. Invasive species means species that are not native to South Carolina and cause economic or environmental harm or harm to human health. Invasive species may be found in the Nonnative Invasive Plants of Southern Forests registry published by the US Department of Agriculture or list provided by Clemson University Cooperative Extension.~~
- ~~b. Submitted landscape plans shall not indicate the use of any invasive plant species. These species shall be removed during site development if existing on the property.~~

~~(7)~~ *Tree Removal and Tree Impacts.*

- a. For the purpose of this article, the term "Tree Removal" shall include, but not be limited to, damage inflicted to the root system by machinery; girdling; storage of materials and soil compaction, changing the natural grade above or below the root system or around the trunk; damage inflicted on the tree permitting fungus infection or pest infestation; excessive pruning; excessive thinning; excessive paving with concrete, asphalt or other impervious material within such proximity as to be harmful to the tree; excessive grading; or any act of malicious damage to a tree. The final determination of tree removal shall be made by the Planning Director.
  - 1. Tree Pruning:
    - i. Pruning or thinning more than 25 percent of the leaf surface on both the lateral branch and the overall foliage of a mature tree that is pruned within a growing season shall be considered excessive. Additionally, one-half of the foliage of a mature tree should remain evenly distributed in the lower two thirds of the crown and individual limbs upon completion of any pruning.
    - ii. Pruning or thinning such as the removal of branches six inches or greater in diameter shall also be considered excessive.
    - iii. Crape Myrtle Trees shall be excluded from the requirements of tree pruning.
  - 2. Tree Root Zone Protection:
    - i. Paving or grading within five feet of the base of the tree or paving or grading 50 percent or greater of the circumference of the tree shall also be considered excessive as determined by the Planning Director.

~~(8)~~ *Tree Mitigation and Replacement.*

- a. Tree mitigation shall adhere to the following standards in which the applicant shall mitigate loss or removal of Protected Trees and Specimen Trees by planting replacement trees in appropriate areas on the property in accordance with the tree replacement requirements as listed in *Table 4J. Tree Preservation Requirements and Mitigation Standards* and the approved tree preservation plan.

Table 4J. Tree Preservation Requirements and Mitigation Standards			
Tree Size	Location/Context	Preservation Requirements	Mitigation Standard
<b>Individual Tree Removal (Post Occupancy)</b>			
Specimen Trees <i>(Grand Trees 24 inches or greater &amp; Live Oaks 16 inches DBH or greater)</i>	All areas	Removal prohibited except as approved by the Landscape and Tree Preservation Board and in accordance with required tree preservation plan and the mitigation standards.	Must replant trees with a minimum combined DBH equal to 100% of the tree(s) removed. Replanted trees shall be 70% native species. This mitigation standard shall only be required for applicable Grade A Grade B graded trees. The Landscape and Tree Preservation Board has discretion to modify required mitigation standards subject to the preservation and mitigation standard criteria listed in this table.
Protected Trees <i>(8 inches or greater)</i>	Outside of the Building Footprint of the Structure	Removal prohibited except as approved by the Planning Director or designee and in accordance with the required tree preservation plan and mitigation standards.	Must replant trees equal to 70% of the total quantity of tree(s) removed. Replanted trees shall be 70% native species. The Planning Director has discretion to modify required mitigation standards subject to the preservation and mitigation standard criteria listed in this table.
All trees	Edge of marsh, ponds or dunes and or at the Critical line on the landward side	Removal prohibited except as approved by the Planning Director or designee and in accordance with the required tree preservation plan and mitigation standards.	Must replant trees with a minimum combined DBH equal to 70% of the tree(s) removed. Replanted trees shall be 70% native species. The Planning Director has discretion to modify required mitigation standards subject to the preservation and mitigation standard criteria listed in this table.
<b>Tree Removal for Construction Activity/Site Development</b>			
Specimen Trees	Within Building Footprint of Structure	Removal prohibited except as approved by the Landscape and Tree Preservation Board and in accordance with required tree preservation plan and the mitigation standards.	Must replant trees with a minimum combined DBH equal to 100% of the tree(s) removed. Replanted trees shall be 70% native species. This mitigation standard shall only be required for applicable Grade A Grade B graded trees. The Landscape and

			Tree Preservation Board has discretion to modify required mitigation standards subject to the preservation and mitigation standard criteria listed in this table.
Protected Trees (8 inches or greater)	Outside of Buildable Area	Full preservation of all Protected Trees is required in all yards (front, side and rear) except for any required or permitted driveways, roads, easements, stormwater retention/detention areas or drainage structures.	Must replant trees equal to 70% of the total quantity of tree(s) removed. Replanted trees shall be 70% native species. The Planning Director has discretion to modify required mitigation standards subject to the preservation and mitigation standard criteria listed in this table.
All Trees (8 inches or greater)	Within the Buildable Area and Outside of the Building Footprint of Structure	Removal prohibited except as approved by the Planning Director or designee and in accordance with required tree preservation plan and the mitigation standards.	Must replant trees equal to 70% of the total quantity of tree(s) removed. Replanted trees shall be 70% native species. The Planning Director has discretion to modify required mitigation standards subject to the preservation and mitigation standard criteria listed in this table.
All trees	Edge of marsh, ponds, or dunes and or at the critical line on the landward side	Removal prohibited except as approved by the Planning Director or designee and in accordance with the mitigation standards.	Must replant trees with a minimum combined DBH equal to 70% of the tree(s) removed. Replanted trees shall be 70% native species. The Planning Director has discretion to modify required mitigation standards subject to the preservation and mitigation standard criteria listed in this table.
<p>Preservation and Mitigation Standard Criteria: The following shall be considered in evaluation of any modified required mitigation standards.</p> <p>(1) The preferred density should be equal to a combined DBH greater than or equal to 20 trees per acre or 160 inches per acre, whichever is greater. Preservation and mitigation trees should equal 70 percent of the total number trees on the lot.</p> <p>(2) Mitigation for Specimen Trees shall only be required for grade quality Grade A and Grade B trees as determined by a certified arborist.</p> <p>(3) Edge of marsh, ponds shall be defined as the area within three feet of a marsh, pond line.</p> <p>(4) The trees required to be replaced pursuant to this article shall be in addition to any other trees required to be planted pursuant to any other provision of</p>			

the Town's Code of Ordinance.

(5) Palm Trees, Palmetto Trees, Pine Trees, and Sweet Gums within the buildable area shall not require mitigation.

(6) Mitigation may not be required for removal of trees within storm water retention/detention areas at the discretion of the Planning Director.

(7) Mitigation trees shall measure a minimum of three inches in caliper DBH.

(8) The grade quality, size and quantity of trees may be considered in the preservation or mitigation requirements.

(9) Removal without mitigation may be permitted if necessitated by emergencies, death, disease, or damage not caused by the property owner as determined by the Planning Director. Removal without mitigation is also permitted for the removal of invasive species.

(10) To prevent a monoculture among plantings, the applicant's plan shall include a diversity in the trees planted for mitigation. No single plant species shall represent more than 40 percent of the total landscape plantings per plant type, except for projects whose landscape requirements for Canopy Trees are less than ten trees.

(11) Depending on the number of trees planted, there shall be a diversity of the plantings. The following diversity of trees is recommended:

5 to 10 trees: Minimum 2 types of trees to be planted;

10 to 20 trees: Minimum 4 types of trees to be planted;

20 to 100 trees: Minimum 7 types of trees to be planted;

Greater than 100 trees: Minimum 10 types of trees to be planted

(12) The replacement tree and plants utilized for mitigation shall be native species. Submitted landscape plans used to satisfy the requirements of this article, shall be 70 percent native species. The replacement tree preferred shall be native species such as Oak, Magnolia, Palmetto, or Hickory.

(13) Palmetto Trees may be used to fulfill the canopy tree requirements. These trees are to be planted at a ratio of three Palmetto Trees for each canopy tree and are to be planted in groupings of three.

(14) Where mitigation trees will not fit on a lot, the alternative locations adjacent to the subject property or planning area may be considered. Coordination of an alternative location may include but is not limited to right of way enhancement, open space, adjacent property or other public or common areas within or adjacent the Town limits as determined by the Planning Director. The Planning Director may coordinate with the Public Works Director, Kiawah Island entities, or other broader community stakeholders. Coordination should also consider how mitigation trees may be maintained.

(15) Where mitigation trees are planted on the subject property, they shall be guaranteed for one full year after planting. Any trees that die within this time period must be replaced by the applicant and/or property owner. Mitigation trees which may be planted in an alternative location are not required to be guaranteed.

**Sec. 12-374. Definitions.**

*Canopy tree* means a tree, with a diameter of at least ~~2 1/4~~ 3 inches (as measured six inches above grade) at the time of planting, which will grow to a minimum height of 50 feet at maturity.

*Green infrastructure and Low Impact Development Practices* – decentralized strategies that use physical, chemical and biological principles to improve urban stormwater runoff quality and quantity. The goal is to develop land and manage stormwater in a manner that imitates the natural hydrology.

*Understory tree* means a tree, ~~ten to 12~~ 8' feet tall at the time of planting, which will grow to a minimum height of 20 feet at maturity.

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(9) *Maintenance of Trees.*

- a. Following development, the property owner shall be responsible for maintaining the trees that were saved and/or planted. Proper tree care should use ANSI A300 (Tree, Shrub, and Other Woody Plant Maintenance—Standard Practices) for best practices.

(10) *Administration.*

- a. Plan Alterations or Revisions: Due to seasonal planting problems and/ or a lack of plant availability, approved plans may require minor revisions. Minor revisions to planting plans may be approved by Town Staff if:
  1. There is no reduction in the quantity of plant material;
  2. There is no significant change in size or location of plant materials; and
  3. The new plants are of the same general category (i.e., shade tree, ornamental tree, evergreen, or shrub) and have the same general design characteristics (mature height, crown spread) as the materials being replaced.

(11) *Landscape and Tree Preservation Board.*

- a. The Landscape and Tree Preservation Board shall review with the authority to approve, approve with conditions, or disapprove a proposed Tree Preservation Plan for proposed commercial or multifamily residential developments in accordance with the provisions of the article.
- b. The Landscape and Tree Preservation Board shall review and approve the removal of any Specimen Tree or Grand Tree in accordance with the provisions of the article.
- c. The Landscape and Tree Preservation Board shall also be in place to hear special circumstances regarding tree removal or where strict interpretation of the ordinance has been made by the Planning Director. An applicant may apply to be granted relief or exception to this article as reviewed and approved by the Landscape and Tree Preservation Board. The applicant should make their appeal case to the Landscape and Tree Preservation Board pursuant to section 12-24.1, Landscape and Tree Preservation Board, in which the Landscape and Tree Preservation Board shall review and make a decision based on the applicant's submission and approval criteria.

(12) *Inspections, Violations and Fines.*

- a. The Planning Director or Landscape and Tree Preservation Board may approve a delayed schedule for planting materials (provided by the applicant's contractor) when the immediate planting schedule would impair the health of plants. When a delayed planting schedule is approved, the applicant shall provide a bond equivalent to one and one-half times the projected cost of the planting materials and installation in accordance with the American Association of Nurserymen Standards. This is designed to include severe weather, such as droughts, heat waves, and floods. The applicant shall provide a minimum of two quotes from local (tri-county area) contractors for review and the bond amount shall be determined by the Planning Director.
- b. The Town reserves the right to inspect the site or property at any reasonable time for compliance with tree preservation requirements. Town Staff may inspect the site one year after the issuance of a permanent Certificate of Occupancy in order to ensure compliance with the approved tree plan.
- c. If the Town finds a development in violation of this article or if an applicant fails to satisfy any condition that was imposed as part of the original or revised approval of the zoning permit or Tree Preservation Plan or that was made pursuant to the provisions of this article, the applicant or property owner shall be in violation of this article.

- d. Any applicant or property owner in violation of this ordinance shall be subject to fines or penalties as prescribed in this article and or other remedies and enforcement actions pursuant to section 12-214.
1. The illegal removal of a tree(s), in accordance with the provisions of the article shall constitute a violation and the property owner shall be subject to a penalty fine of \$1,080.00 per tree.
  2. The illegal removal of a tree(s), in accordance with the provisions of the article shall constitute a violation and the property owner shall be required to mitigate the illegal removal of a tree(s).

### Landscape Standards

The preservation and enhancement of natural systems is a principal priority on Kiawah Island. Development of Sustainable Landscapes is a key objective of these landscape standards and a key component of the community's resilience planning. Sustainable Landscapes sequester carbon; clean the air and water; increase energy efficiency; restore habitats; and create value through significant economic, social and environmental benefits.

(1) *Applicability.* The provisions of this Article apply to all real property within the municipal limits of the Town of Kiawah Island, excluding single family residential developments. However, the provisions of this article shall still apply to single family residential developments which are not subject to review or purview of any established architectural review board.

a. Landscape Plan shall be required for:

1. All new construction.
2. Exterior remodeling involving a change in the building footprint.
3. Parking areas or other impervious surfaces.
4. Change of use that results in a more intense use.
5. Additions to any structure used for any purpose (except single-family residences).
6. At the request of the Planning Director.

b. No zoning permit shall be issued for a development subject to review until the landscape plan has been approved in accordance with the provisions contained within this article.

(2) *Landscape Plans*

- a. Plans submitted to meet the requirements of this article shall be a minimum of 1-inch equals 20 feet and/or the same engineering scale as the site plan and include; a graphic scale and north arrow. All landscape documents submitted shall be prepared, sealed and dated by a Landscape Architect licensed to practice in the State of South Carolina
- b. Landscape drawings shall show and describe all site conditions including buildings,

pervious and impervious areas, parking, service areas, site furnishings, site and street lighting, natural areas and open space in relationship to site development. Landscape drawings shall consist of sufficient detail and of professional quality to enable comprehensive review.

- c. All landscape plan submissions shall include, but not be limited to documentation of the following;
1. Limits of project site, property lines, setbacks, easements, and context including adjacent sites, vegetation, and buffers.
  2. Location of above and below grade site utilities, and service connections including fire department connections, easements, and access requirements. (shown as an underlay).
  3. All land disturbing activities and limits of disturbance, including utility work.
  4. Phasing, future development, temporary uses and timing of construction if applicable.
  5. Tree Preservation fencing.
  6. Proposed topography, drainage ways, yard inlets, area drains, overflow areas.
  7. Proposed plant material shall be depicted at maturity.
  8. Specification and location for hardscape elements such as planters, street and site lighting, site furnishings, paving, walls, fences, signs, etc.
  9. Plant list that includes the complete botanical and common name, native species designation, quantities of each, container size, caliper size, height and spread at planting.
  10. Landscape plan must include in tabular format how the proposed planting meets the requirements of this ordinance.

(3) Issuance of Certificate of Occupancy

The landscape architect of record shall provide a certification letter to the town certifying that the landscaping was installed in accordance with the plans and specifications submitted. With respect to landscape material for a newly developed or redeveloped site undergoing construction, a final certificate of occupancy (CO) shall be issued by the Building Official once all landscape material has been installed in accordance with the approved landscape plans and certified by the Landscape

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Architect of Record. A temporary certificate of occupancy (TCO) may be issued by the Building Official until all pending issues are addressed; such as plant material availability, planting season time of year etc.

(4) Plant Materials

a. Natives

Using native plants has a direct impact on the local ecosystem which include many benefits such as the protection of water resources and reducing the need for fertilizers, pesticides and irrigation which can contribute to stormwater runoff pollution and degradation of downstream water quality. Native plants also provide essential watershed protection, helping natural aquifers recharge, serving to filter water naturally before flowing into rivers and estuaries, lessening erosion and flooding and resistance to saltwater intrusion from flooding and storm surge. In addition, native plants sustain pollinators vital for fruit production and provide high-quality food and shelter for wildlife.

Town of Kiawah Island Grow Native Plant Database is a searchable online database of native trees, shrubs, perennials, vines, ferns, and grasses that provides detailed information on growing conditions, size, flowering, salt tolerance, deer resistance and the wildlife value for each plant.

[https://www.kiawahisland.org/wildlife/top\\_initiatives/grow\\_native/native\\_plant\\_database.php](https://www.kiawahisland.org/wildlife/top_initiatives/grow_native/native_plant_database.php)

Unless otherwise noted in this Ordinance all proposed planting must be 70% native species for trees and shrubs and 50% for ground covers.

b. Existing Plant Materials

Utilization of vegetation and plant materials that exist on a parcel prior to its development may be used to satisfy the landscaping standards provided they meet the requirements of this ordinance, at the determination of the Planning Director. No site clearing may commence without a Town of Kiawah Island zoning permit.

c. Invasive Plant Materials

Landscape plans may not indicate the use of plant species listed on the “Nonnative Invasive Plants of Southern Forests” registry published by the USDA and the “Invasive Plant Pest Species of South Carolina.” These species must be removed during site development if existing on the property.

d. Size

Unless otherwise stated, all plant materials used to satisfy the requirements of this Ordinance shall meet the following minimum size standards:

Canopy Tree	3" caliper /12' height
Understory/Ornamental	8' height
Evergreen/Conifer Tree	8' height
Shrubs	3 gallon /18-24" height

e. Species

Species of plant material used to satisfy the requirements of this Ordinance shall be native to the Island or cultivated to survive in this climate. No single plant species shall represent more than 40 percent of the total landscape plantings, except for projects whose landscape requirements for canopy trees are less than 10 trees.

All plants installed to satisfy the requirements of this Ordinance shall meet or exceed the plant quality standards of the most recent edition of American Standard for Nursery Stock, published by the American Association of Nurserymen. Plants shall be nursery grown and either balled and burlapped, container grown or transplanted.

(5) Installation, Maintenance and Replacement

a. Installation

All landscaping shall be installed according to American Association of Nurserymen standards and sound nursery practices in a manner designed to encourage vigorous growth. Sites for plant materials shall be prepared or improved in accordance with American Association of Nurserymen standards for soil preparation and drainage. Landscape plans shall include specifications and details required for the specific requirements of the site.

b. Irrigation

An automatic irrigation system is required to sustain the initial landscape planting.

c. Maintenance and Replacement

Required trees, shrubs, and other landscape features shall be considered elements of the project in the same manner as parking, building materials, etc. The property owner shall be responsible for the following:

All landscape shall be maintained free from disease, pests, weeds, and litter. This maintenance could include weeding, watering, fertilizing, pruning, mowing, mulching or other maintenance as needed and in accordance with acceptable horticultural practices, including American National Standards Institute standards for Tree Care operations and American Association of Nurserymen standards.

The regular maintenance, repair or replacement of any landscaping required by the ordinance and as shown on the approved site plan.

When replacement of trees, plant material or other landscape features is required, such replacement shall be accomplished within the shorter of one growing season, one year or such time frames as required by the Planning Director.

(6) Planting Standards

a. Minimum Lot Landscape Requirements

1. Trees: The minimum tree requirements for a developed lot shall be equal to a combined DBH greater than or equal to twenty trees per acre or 160 inches per acre, whichever is greater.

Each lot after development must contain a minimum of 70% of the healthy trees that existed on the lot predevelopment. This requirement may be fulfilled with a combination of existing trees and mitigation trees per the tree preservation plan.

2. Shrubs: 50% of all shrubs installed must be a minimum size of seven gallon. The remaining installed shrubs must be a minimum of three gallon.

3. Grass, groundcover, and mulch: Large expanses of non-native grass are prohibited unless associated with recreational purposes. Areas of sod must be a minimum of 10 feet from lagoon edges. Areas to be grassed must be sodded as opposed to seeded or sprigged. Synthetic turf is discouraged.

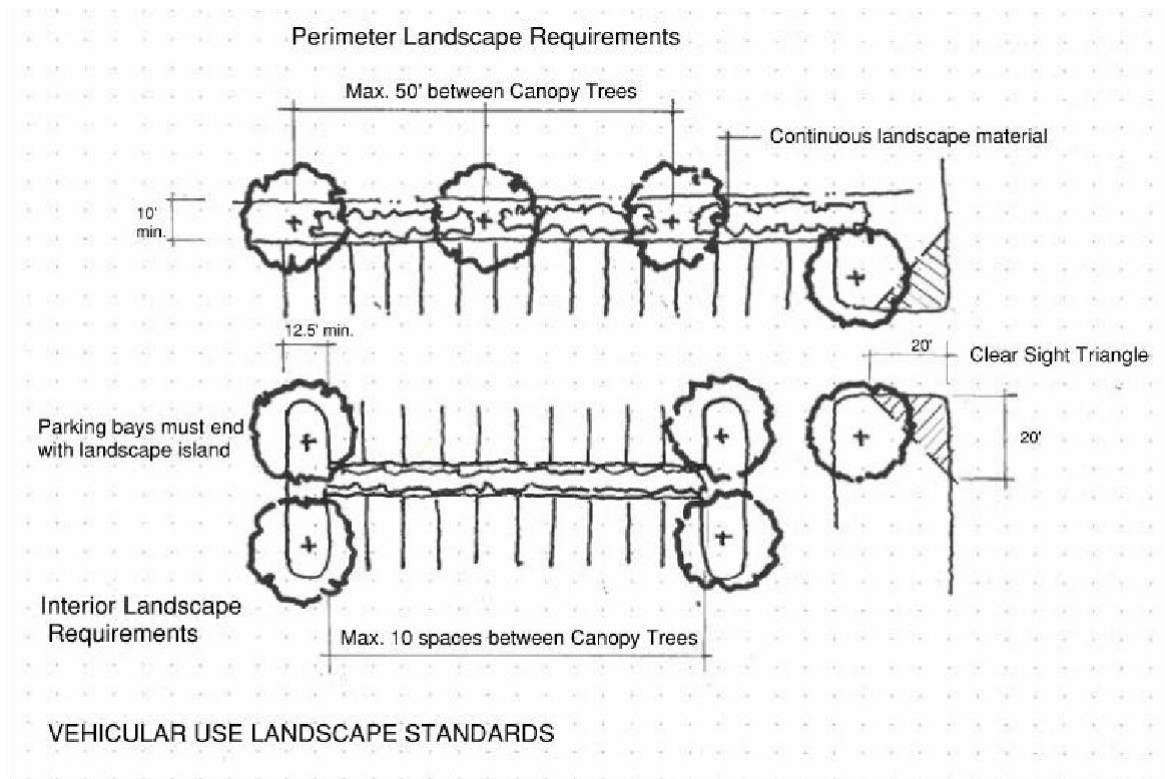
4. Pine straw or mulch areas are minimized and limited to an area no greater than 10% of the planting areas.

b. Vehicular use landscape standards

1. Parking, loading and vehicular area perimeters

Unless otherwise expressly stated, perimeter landscaping shall be required around the outer perimeter of all off street, surface parking, loading and vehicular use areas. Parking areas for the exclusive use of single-family dwellings shall be exempt from these requirements. Any off-street parking, loading or vehicular use area that will be entirely screened from view by an intervening building or structure or by a buffer provided to satisfy requirements contained elsewhere in this article shall also be exempt from these (parking, loading and vehicular use area) perimeter landscaping requirements.

All new parking lots shall be designed with the required landscape areas to accommodate green infrastructure and low impact development practices.



2. Perimeter landscape requirements.

(i) A perimeter landscape area at least 10' in depth shall be provided at the perimeter of all off-street parking, loading and vehicular use areas, except where permitted driveway openings are to be provided. Where drainage or other utility easements exist along property lines, the perimeter landscape area shall be located adjacent to the easement. Adjacent buffers shall count toward the min. 10' perimeter landscape area.

(ii) Required perimeter landscape areas shall be planted in accordance with the following minimum standards:

- a) One canopy tree shall be provided for each 50 linear feet of parking, loading or vehicular use area perimeter.
- b) Landscape material of at least-five feet in height (at maturity) shall be planted within the perimeter landscape area to provide a continuous landscape element, or a combination of trees, hedges, other durable landscape material or approved wall or fence may be used to form the continuous landscape element.
- c) All portions of the perimeter landscape area not planted with shrubs or trees or covered by a wall or fence barrier shall be planted in ground cover;
- d). Landscape material with a mature height greater than 18" shall not be permitted within the sight triangle.

A clear sight triangle formed by a diagonal line connecting two points located on intersecting lines of pavement edge, each point being 20 ' from the intersecting lines.

### 3. Interior areas landscape requirements.

The following interior parking lot landscaping requirements shall apply to all parking lots except those exclusively serving single-family residential uses.

(i) A minimum of one landscape island shall be provided for each 10 parking spaces within an off-street parking area. Required landscape

islands shall have a minimum of 450 square feet and 12'-6" width. Each parking lot bay must terminate with a tree island.

- (ii) Each required landscaping island shall contain at least one canopy tree and there shall be at least one canopy tree per 10 parking spaces within the off-street parking area. Double-loaded interior parking landscape islands are to be no less than 10' wide and canopy trees planted in these islands are to be planted in line with parking stripes (between vehicles).
- (iii) Landscaping provided to meet the right-of-way buffer standards (same as perimeter landscape) of this article may not be used to satisfy interior parking lot landscaping requirements.

c. Buffers

1. The compatibility buffers as outlined in Section 12-127 are meant to provide sufficient buffering and screening between and among new and existing developments.

It is prohibited to remove any vegetation in these buffers without a permit except invasive species as listed on the "Invasive Plant Pest Species of South Carolina".

2. Natural buffer yards are the preference, those which vegetation has been permitted to have grown through natural succession to include trees which are at least 20' tall with thickly vegetated understory growth.
3. Densely planted buffer yards - If the current conditions of the proposed buffer yard does not meet the above definition the proposed landscape shall include 70% native variety of trees and understory planting which will mature to create an opaque buffer yard within five years of planting.



**TAB 4**

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# **TOWN COUNCIL**

**Agenda Item**

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## Barrier Island Ocean Rescue

32 Sora Rail Road  
Kiawah Island, SC 29455  
[www.BeachPatrolSC.org](http://www.BeachPatrolSC.org)

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24 January, 2025

Members of Council:

Barrier Island Ocean Rescue is requesting to exercise the first one-year extension option of the February 2022 contracted Beach Patrol Services Agreement.

This letter conveys that Barrier Island Ocean Rescue has an intimate understanding of the scope of work to be done, will commit to perform the necessary duties, that all qualifications outlined in the current contract are satisfied and/or exceeded, and to ensure continued, seasonally scaled staffing by officers who have created and maintained a reputation of quality, consistency, and a high level of service.

With no changes to the currently contracted scope or schedule, the cost of providing Beach Patrol service shall remain \$584,000.00.

We look forward to continuing and deepening our long-standing partnership with the Town of Kiawah Island.

Respectfully,

Robert Edgerton

A handwritten signature in blue ink, appearing to read "Robert A. Edgerton".

Michael Sosnowski

A handwritten signature in blue ink, appearing to read "Michael Sosnowski".

STATE OF SOUTH CAROLINA )  
COUNTY OF CHARLESTON )  
)  
)  
\_\_\_\_\_ )

**AMENDMENT TO AGREEMENT BETWEEN  
THE TOWN OF KIAWAH ISLAND  
AND  
ISLAND BEACH SERVICES, LLC  
dba Barrier Island Ocean Rescue**

**WHEREAS**, the **Town of Kiawah Island** and **ISLAND BEACH SERVICES, LLC dba Barrier Island Ocean Rescue** entered into an agreement on **February 7, 2022**, for the purpose of providing Beach Patrol services.

**WHEREAS**, the current agreement was for a one-year term expiring on February 6, 2025, with an option to renew for two (1) one-year extensions

**WHEREAS**, the Town and Island Beach Services dba Barrier Island Ocean Rescue wish to amend said agreement in the following particulars:

1. **TERM:** This agreement shall be extended for the first (1) one-year term from February 6, 2025, to February 6, 2026.

All other provisions of the agreement entered into on February 7, 2022, shall remain in full force and effect.

**IN WITNESS WHEREOF**, the parties hereto have executed this Amendment on this 4<sup>th</sup> day of February 2025.

**WITNESSES**

**Town of Kiawah Island**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
By: Bradley D. Belt  
Its: Mayor

**Island Beach Services, LLC**

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
By: Rob Edgerton  
Its: Owner

STATE OF SOUTH CAROLINA       )  
COUNTY OF CHARLESTON        )

**AGREEMENT BETWEEN  
THE TOWN OF KIAWAH ISLAND  
AND  
ISLAND BEACH SERVICE, LLC  
dba BARRIER ISLAND OCEAN RESCUE**

**THIS AGREEMENT** is made and entered into this 7<sup>th</sup> day of February, 2022, between the **TOWN OF KIAWAH ISLAND**, South Carolina (hereinafter "Town") and **ISLAND BEACH SERVICE, LLC dba BARRIER ISLAND OCEAN RESCUE** (hereinafter "Contractor");

**WHEREAS**, Town desires services of Contractor to provide a beach patrol for the safety and well-being of individuals using the Town's beach during the entire year, and;

**WHEREAS**, in accordance with the Municipal Code the Town has solicited proposals from commercial entities to provide beach patrol services, and;

**WHEREAS**, Contractor submitted a proposal to provide the beach patrol services required by the Town and was found to be the lowest qualified bidder.

**NOW, THEREFORE**, in consideration of the mutual covenants contained herein Town and Contractor do hereby mutually agree as follows:

**1. Objective:**

Contractor shall furnish services to provide for the safety and well-being of Kiawah Island property owners and visitors and to respond to those individuals in need of assistance on the beach on Kiawah Island, South Carolina. Employees of Contractor shall provide this service. Generally, the Contractor shall:

- A. Render assistance to those in need;
- B. Call for assistance as necessary from the appropriate entities (e.g. Law Enforcement, Emergency Medical Services, Fire Department, Coast Guard, etc.);
- C. Monitor and report potentially dangerous and/or illegal activities to the appropriate authorities;
- D. Respond to inquiries for information from beachgoers;
- E. Act as Code enforcement officers and enforce all beach and local ordinances;
- F. Assist the Town with special projects, including but not limited to stocking and maintenance of mitt boxes, relocating trash boxes and signposts, and assisting in litter pickups.

**2. Schedule:**

Contractor shall perform work daily in accordance with the following schedule:

**October 1 through Thursday before Easter**

One employee (one vehicle), full coverage of beach throughout the day.

**Workday: 8:00 a.m. to 5:00 p.m.**

**Friday before Easter through May 14**

Two employees (two vehicles), patrolling independently to maximize beach coverage. One vehicle will be operated by the supervisor of the day.

**Workday: 8:00 a.m. to 6:00 p.m.**

**May 15 through Thursday before Memorial Day**

Three employees (three vehicles) patrolling independently for maximum beach coverage. One person will be designated as the supervisor. Shifts will be staggered and overlapping 8 hour shifts to ensure adequate coverage and response during the workday hours.

**Workday: 7:00 a.m. to 8:00 p.m.**

**Friday before Memorial Day through August 15**

Six employees (six vehicles) patrolling independently for maximum beach coverage. One person will be designated as the supervisor. Shifts will be staggered and overlapping 8 hour shifts to ensure adequate coverage and response during workday hours.

**Workday: 7:00 a.m. to 8:00 p.m.**

**August 16 through Labor Day Monday**

Three employees (three vehicles) patrolling independently for maximum beach coverage. One person will be designated as the supervisor. Shifts will be staggered and overlapping 8 hour shifts to ensure adequate coverage and response during the workday hours.

**Workday: 7:00 a.m. to 8:00 p.m.**

**Tuesday After Labor Day through September 30**

Two employees (two vehicles), patrolling independently to maximize beach coverage. One vehicle will be operated by the supervisor of the day.

**Work day: 8:00 a.m. to 6:00 p.m.**

**3. Agreement Amount:**

The agreement amount is Five hundred eighty-four thousand dollars (\$584,000.00) per annum. Contractor shall present an itemized invoice on or about the first of each month, beginning March 1, 2022. Town shall have fifteen days in which to pay invoice.

**4. Term:**

This Agreement shall be for a three-year term commencing on the 7<sup>th</sup> day of February 2022 and expiring on the 6<sup>th</sup> day of February 2025 with an option to two (2) one (1) year extensions.

**5. Scope of Work:**

A. The physical limits of the Work will be seaward of the OCRM 40-year setback line and between Captain Sam's Inlet cut in the west and the further most

accessible location in the east and from the mean low-water mark one mile out into the Atlantic Ocean (hereinafter "Beach") and not to exclude calls for service in the other navigable waterways surrounding the Town.

- B. Contractor employees shall patrol the Beach by driving a Contractor owned and maintained all-terrain vehicle. The vehicles will be outfitted to carry the necessary equipment and shall be uniform in appearance with approved identifying decals. At least one of the vehicles must have the ability to transport medical emergencies off the beach with the aid of a backboard. Six vehicles are required during the peak summer season.
- C. Contractor employees shall have the ability to patrol and respond to water emergencies by operating a Contractor owned and maintained watercraft equipped with equipment for water rescue.
- D. The Town will supply Contractor employees with portable radios to allow the Town and the Contractor to stay in contact. The Contractor will assure the proper operation and maintenance of the portable radios while they are in the possession of his employees. The cost of damage to the radios due to abuse or misuse by the Contractor will be paid by the Contractor. The Contractor shall also supply a cell phone with a dedicated number for beach patrol.
- E. The Contractor shall provide any and all safety, rescue, and medical equipment.
- F. Automated External Defibrillators (AED) will be supplied and maintained by the Contractor.
- G. The Contractor employees shall bury dead marine life on the beach after following the established protocol for such burial, as directed by authorized Town personnel.
- H. Employees of the Contractor must know and comply with all beach management ordinances of the Town. Employees of the Contractor are responsible for informing beachgoers not observing Town beach ordinances of their responsibility to do so.
- I. The Contractor shall maintain a daily beach activity log and submit such information to the Town. Incident reports of significant events should be submitted to the Town within 24 hours of the event.
- J. The Contractor shall maintain the minimum requirements for open water beach patrol and lifeguard agencies in accordance with nationally accepted standards set forth by the United States Lifesaving Association (USLA).

## 6. **Qualified Employees:**

- A. Each employee shall possess and keep current the following:
  - USLA open water lifeguard certification
  - CPR/AED for the Healthcare Provider

- First aid training according to USLA guidelines
- Current driver's license
- All certifications must be obtained prior to independent assignment
- Code enforcement training provided by Town
- Background check performed by contractor and kept on file for the duration of employment
- Employee records must be available to the Town's Administrator or Public Safety Director upon request

B. Supervisors

- A supervisor will be designated each day
- Must meet all employee qualifications listed above
- Shall ensure reports are submitted in a timely manner.
- Will follow the above schedule for supervision of beach vehicles

**7. Appearance:**

- A. All employees shall wear matching uniforms, pre-approved by the Town
- B. Uniforms will be worn while on patrol and will be clearly identifiable as beach patrol.
- C. All employees shall maintain a professional attitude and appearance.
- D. Clothing shall be neat and clean at all times.
- E. Employees shall possess the physical ability to complete all job elements and duties as required.

**8. Liability and Insurance:**

- A. The Contractor shall carry and maintain Workman's Compensation insurance in statutory amounts for his employees. Contractor must provide Town with certification of this coverage.
- B. Contractor shall carry a comprehensive general liability policy of at least one million dollars (\$1,000,000) per occurrence (combined single limit of liability) to cover operations, equipment, and contractual liability. The policy shall name Town of Kiawah Island as an additional insured. Contractor must provide Town with copies of this policy.
- C. The Contractor shall maintain automobile insurance liability policies on all "Beach Patrol" vehicles with at least five hundred thousand/one million dollars (\$500,000/\$1,000,000) coverage. Contractor shall provide Town with copies of these policies.
- D. The Contractor shall defend, indemnify, and hold harmless the Town of Kiawah Island, its elected officials, and employees from and against any and all actions, costs, claims, losses, expenses and/or damages arising out of performance of the work by the employees of Contractor.

**9. Termination:**

- A. This Agreement may be terminated without cause by either party with thirty-day (30) written notice. In such case, the Town shall pay the Contractor a pro-rata shares of the monthly fee up to the date of termination.
- B. If the Contractor fails to abide by any terms in the Agreement, the Town has the duty to notify the Contractor in writing of such failure. If the Contractor then fails to correct the failure within forty-eight (48) hours of such notification, the Town, at its discretion, may terminate the Agreement.

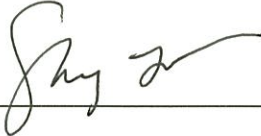
**10. Modification:**

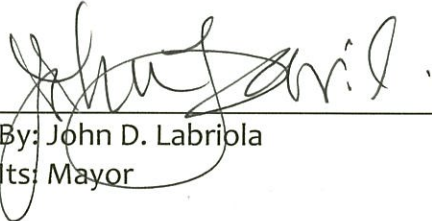
This agreement may not be modified except by written consent of both parties, such consent to be given by authorized representatives of both parties.

**11. Effective Date:** This agreement shall be effective February 7, 2022.


WITNESSES:


TOWN OF KIAWAH ISLAND

  
\_\_\_\_\_  
Sherry Fortson

  
\_\_\_\_\_  
By: John D. Labriola  
Its: Mayor

ISLAND BEACH SERVICE, LLC  
dba BARRIER ISLAND OCEAN RESCUE

  
\_\_\_\_\_  
Janice R. Fox

  
\_\_\_\_\_  
By: ROBERT N. EDGERTON  
Its: OWNER



**TAB 5**

---

# **TOWN COUNCIL**

**Agenda Item**

# **WORK IN PROGRESS**

I apologize.....The documents for this Tab are being completed and will be sent electronically and posted once they have been reviewed.

Thank you, Petra



**TAB 6**

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# **TOWN COUNCIL**

**Agenda Item**

2025

## ARTS & CULTURAL EVENTS COUNCIL

*Committee members are appointed by the Town Council and serve one-year terms.  
All terms expire on January 31.*

**David Wohl, Chairman**

157 Governors Drive  
Kiawah Island, SC 29455  
304-552-9060 cell  
[Dwohl23@gmail.com](mailto:Dwohl23@gmail.com)

**Bill Blizard**

736 B Virginia Rail Road  
Kiawah Island, SC 29455  
843-768-3303  
843-906-7666 cell  
[billblizard@gmail.com](mailto:billblizard@gmail.com)

**Becky Hilstad**

4811 Green Dolphin Way  
Kiawah Island, SC 29455  
843-469-3271 cell  
[bthilstad@aol.com](mailto:bthilstad@aol.com)

**Jodi Rush**

143 Flyway Drive  
Kiawah Island, SC 29455  
843-641-0096  
703-966-5351 cell  
[jrush25@comcast.net](mailto:jrush25@comcast.net)

**Joan Collar**

194 Sanderling Court  
Kiawah Island, SC 29455  
843-768-0474  
843-224-9455 cell  
[jcfromsc@aol.com](mailto:jcfromsc@aol.com)

**Kristin Thompson**

101 Shoolbred Court  
Kiawah Island, SC 29455  
443-254-8616 cell  
[kristin@rhettbluff.com](mailto:kristin@rhettbluff.com)

**Dylan Keith**

4752 Tennis Club Lane  
Kiawah Island, SC 29455  
843-885-4077 cell  
[dylan@dylan-k.com](mailto:dylan@dylan-k.com)

**Kimberly Adele**

4752 Tennis Club Lane  
Kiawah Island, SC 29455  
843-885-4072 cell  
[info@cirqueduo.com](mailto:info@cirqueduo.com)

**Rob Cushman**

181 Kiawah Island Club Road  
Kiawah Island, SC 29455  
203-247-8374  
[Rcshmn@gmail.com](mailto:Rcshmn@gmail.com)

---

**Caroline Wall**

**Arts & Cultural Events Program Manager**  
4475 Betsy Kerrison Parkway  
Kiawah Island, SC 29455  
843-768-9166  
(c) (843) 834-2128  
[cwall@kiawahisland.org](mailto:cwall@kiawahisland.org)

**Brad Belt, Mayor**

**Arts Council Board Chairman**  
4475 Betsy Kerrison Parkway  
Kiawah Island, SC 29455  
843-768-9166  
[bbelt@kiawahisland.org](mailto:bbelt@kiawahisland.org)

**All Current Members to be Reappointed**



**TAB 7**

---

# **TOWN COUNCIL**

**Agenda Item**

# 2025 AUDIT COMMITTEE

Members are appointed by the Mayor and Town Council and serve for one-year terms.  
Terms expire on January 31.

## **E. Luke Farrell, Chairman**

101 Goldeneye Drive  
Kiawah Island, SC 29455  
(843) 834-7072  
[lfarrell@kiawahisland.org](mailto:lfarrell@kiawahisland.org)

## **\*Peter Ashton**

126 Conifer Lane  
Kiawah Island, SC 29455  
(508) 873-9206  
[peter.ashton16@gmail.com](mailto:peter.ashton16@gmail.com)

## **\*Paul Curth**

302 Victory Bay  
Kiawah Island, SC 29455  
(203) 434-3478  
[pcurthjr@gmail.com](mailto:pcurthjr@gmail.com)

## **\*New Members to be Appointed**

## **\*William Donovan**

164 Kiawah Island Club Drive  
Kiawah Island, SC 29455  
(347) 229-3502  
[bdonovan804@outlook.com](mailto:bdonovan804@outlook.com)

## **\*John R. Wilson**

749 Glossy Ibis Land  
Kiawah Island, SC 29455  
(843) 324-7082  
[jrwilson749@msn.com](mailto:jrwilson749@msn.com)

---

## **Staff Directors:**

### **Dorota Szubert, Finance Director**

4475 Betsy Kerrison Parkway  
Kiawah Island, SC 29455  
(843) 768-9166  
[dszubert@kiawahisland.org](mailto:dszubert@kiawahisland.org)

**Stephanie Monroe Tillerson, Town Administrator**



# Town of Kiawah Island

Application for Appointment

It's important to note that individuals serving on the Town of Kiawah Island Board, Committees, or Commissions are required to be residents or property owners of Kiawah Island.

Type or Print Clearly.

## APPOINTMENT SOUGHT

Please select the Board, Commission, or Committee you are applying for (check all that apply):

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Arts Council               | <input type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> State Accommodations Tax Committee      |
| <input checked="" type="checkbox"/> Audit Committee | <input type="checkbox"/> Environmental Committee       | <input type="checkbox"/> Infrastructure & Public Works Committee |
| <input type="checkbox"/> Board of Zoning & Appeals  | <input type="checkbox"/> Planning Commission           |  |
| <input type="checkbox"/> CERT                       | <input type="checkbox"/> Public Safety Committee       |  |

Name **William Donovan**

Address **164 Kiawah Island Club Dr**

**Kiawah Island SC 29455**

Street

City and State

Zip Code

Current Employment Information:  Retired:

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Phone Numbers: (H) \_\_\_\_\_

(W) \_\_\_\_\_

(c) **3472293502**

Email Address: **bdonovan804@outlook.com**

- Full time Resident
- Part time Resident
- Non Resident

**Kindly respond to the inquiries on the next page to provide the Town Council members with more details about your desire to serve. Your presence at the Council meeting is welcome if your application is under review. You will receive advanced notice of the meeting date and time.**

### Options to return completed application:

Email: Please email completed application to Petra Reynolds, Town Clerk: [preynolds@kiawahisland.org](mailto:preynolds@kiawahisland.org)

or

Return to Town Hall at 4475 Betsy Kerrison Parkway

If you have any questions, please contact Petra Reynolds at 843-768-9166.



# Town of Kiawah Island

## Application for Appointment

Please write legibly. You can add more details if needed. Your input will go to the Town Council for review.

**1. What unique experiences or perspectives would you bring to this role?**

I had a long and varied career in finance, which included stints in accounting, tax, business planning, and investment management.

**2. If you are chosen, what particular impact do you want to have through your contributions?**

I'm a strong believer in prudent fiscal management. While I'm not aware of any current deficiencies, I believe I could bring a skill set to the Committee which could help it further its overall goals.

**3. Briefly describe your participation in community service or activities.**

I currently am on the Board of The Frick Pittsburgh and chair its investment committee. I also sit on the investment committee of the Holy Family Institute in Pittsburgh. Until recently, I had been on the Board, and chaired the investment committee, of the Westover School (a secondary private school in Connecticut). Past charitable activities included Big Brothers, United Way, and my parish's finance committee.

**4. Which community topic(s) matter to you and align with the board or committee you want to join?**

The town has limited financial resources to meet its ever growing needs. I'd like to ensure that all funds are spent wisely and efficiently.

**5. Are you presently affiliated or have you previously been involved with a TOKI, KICA, or Charleston County Board or Commission? If yes, which one(s) and during with period?**

No

Unless otherwise provided by law, you serve at the pleasure of Town Council and all appointments are subject to the ethics, government accountability, and campaign reform act, SC Code Ann. Section 8-13-10 Et Seq, and any member appointed to a board or commission whose action is inconsistent or may be perceived to be inconsistent with the spirit or intent of the act may be subject to removal.

By signing this document, you acknowledge that you may be subject to a background investigation, including, but not limited to a criminal history, driving record, and credit check.

Date: 12/19/24

Signature: \_\_\_\_\_



# Town of Kiawah Island

Application for Appointment

It's important to note that individuals serving on the Town of Kiawah Island Board, Committees, or Commissions are required to be residents or property owners of Kiawah Island.

Type or Print Clearly.

## APPOINTMENT SOUGHT

Please select the Board, Commission, or Committee you are applying for (check all that apply):

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Arts Council               | <input type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> State Accommodations Tax Committee      |
| <input checked="" type="checkbox"/> Audit Committee | <input type="checkbox"/> Environmental Committee       | <input type="checkbox"/> Infrastructure & Public Works Committee |
| <input type="checkbox"/> Board of Zoning & Appeals  | <input type="checkbox"/> Planning Commission           |  |
| <input type="checkbox"/> CERT                       | <input type="checkbox"/> Public Safety Committee       |  |

Name John R. Wilson

Address 749 Glossy Ibis Lane  
Street

Kiawah Island SC  
City and State

29455  
Zip Code

Current Employment Information:  Retired:

Occupation:

Employer:

Phone Numbers: (H) 843-768-0685 (W)

(C) 843-324-7082

Email Address: jrwilson749@msn.com

- Full time Resident
- Part time Resident
- Non Resident

Kindly respond to the inquiries on the next page to provide the Town Council members with more details about your desire to serve. Your presence at the Council meeting is welcome if your application is under review. You will receive advanced notice of the meeting date and time.

### Options to return completed application:

Email: Please email completed application to Petra Reynolds, Town Clerk: preynolds@kiawahisland.org

or

Return to Town Hall at 4475 Betsy Kerrison Parkway

If you have any questions, please contact Petra Reynolds at 843-768-9166.



# Town of Kiawah Island

## Application for Appointment

Please write legibly. You can add more details if needed. Your input will go to the Town Council for review.

**1. What unique experiences or perspectives would you bring to this role?**

I have 30 years of finance experience, including 2 years running a regional audit group for a major corporation, I hold a CFA designation and have 10 years of senior-level investment experience. While a member of TOKI Council, I recommended the formation of the Audit Committee, wrote the founding charter and was the first chair.

**2. If you are chosen, what particular impact do you want to have through your contributions?**

I would like to make certain that the Town is operating in an environment of positive financial control and that the outside auditors are properly doing the assignment specified by the Town. Also, I would work with Council and the mayor to effectively communicate audit results and any necessary actions needed.

**3. Briefly describe your participation in community service or activities.**

KICA Finance Committee Chair, KICA Board Member, Treasurer and Vice Chair. TOKI Election Commission Chair. TOKI Council Member, Mayor Pro-Tem and Chair of Ways & Means. TOKI Audit Committee founding member and Chair. TOKI Council liaison to the Planning Commission, BZA and Public Works Committee. Co-Chair for several years for the Cars on Kiawah auto show and concours.

**4. Which community topic(s) matter to you and align with the board or committee you want to join?**

I was a newly elected TOKI Council member when the theft problems occurred. For a time I acted as interim Treasurer and was instrumental in searching for and hiring the current Treasurer. I would want to help TOKI such that these circumstances never occur again.

**5. Are you presently affiliated or have you previously been involved with a TOKI, KICA, or Charleston County Board or Commission? If yes, which one(s) and during with period?**

See above, KICA from 2002 through 2007 and TOKI 2012-2018.

Unless otherwise provided by law, you serve at the pleasure of Town Council and all appointments are subject to the ethics, government accountability, and campaign reform act, SC Code Ann. Section 8-13-10 Et Seq, and any member appointed to a board or commission whose action is inconsistent or may be perceived to be inconsistent with the spirit or intent of the act may be subject to removal.

By signing this document, you acknowledge that you may be subject to a background investigation, including, but not limited to a criminal history, driving record, and credit check.

Date: 12/20/24

Signature:



# Town of Kiawah Island

Application for Appointment

It's important to note that individuals serving on the Town of Kiawah Island Board, Committees, or Commissions are required to be residents or property owners of Kiawah Island.

Type or Print Clearly.

## APPOINTMENT SOUGHT

Please select the Board, Commission, or Committee you are applying for (check all that apply):

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Arts Council               | <input type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> State Accommodations Tax Committee      |
| <input checked="" type="checkbox"/> Audit Committee | <input type="checkbox"/> Environmental Committee       | <input type="checkbox"/> Infrastructure & Public Works Committee |
| <input type="checkbox"/> Board of Zoning & Appeals  | <input type="checkbox"/> Planning Commission           |  |
| <input type="checkbox"/> CERT                       | <input type="checkbox"/> Public Safety Committee       |  |

Name Paul Curth

Address 302 Victory Bay Lane

Kiawah Island, SC

29455

Street

City and State

Zip Code

Current Employment Information:  Retired:

Occupation:

Retired Partner

Employer:

EY

Phone Numbers: (H)

(W)

(C) 203-434-3478

Email Address: pcurthjr@gmail.com

- Full time Resident  
 Part time Resident  
 Non Resident

Kindly respond to the inquiries on the next page to provide the Town Council members with more details about your desire to serve. Your presence at the Council meeting is welcome if your application is under review. You will receive advanced notice of the meeting date and time.

### Options to return completed application:

Email: Please email completed application to Petra Reynolds, Town Clerk: preynolds@kiawahisland.org

or

Return to Town Hall at 4475 Betsy Kerrison Parkway

If you have any questions, please contact Petra Reynolds at 843-768-9166.



# Town of Kiawah Island

## Application for Appointment

Please write legibly. You can add more details if needed. Your input will go to the Town Council for review.

**1. What unique experiences or perspectives would you bring to this role?**

I am a retired EY partner with over 38 years of diverse financial and business experience, focusing on professional practice, quality control and regulatory matters. I am an energetic executive with strong analytical and process management skills and committed to performance improvement, improved quality controls and effective risk management.

**2. If you are chosen, what particular impact do you want to have through your contributions?**

I believe that my professional experience as an Audit Partner in the National Office of a Big 4 Firm would be well-suited to serve on the Audit Committee. My collaborative work style and ability to develop pragmatic solutions to problems would enable me to make positive contributions to the Town's internal controls and risk management processes.

**3. Briefly describe your participation in community service or activities.**

I am currently serve on the Board of Directors of the Ocean Park Homeowners Association. During my professional career, I served on the AICPA Board of Directors and its Audit Committee.

**4. Which community topic(s) matter to you and align with the board or committee you want to join?**

The Town's recently released Comprehensive Plan, specifically the governance element.

**5. Are you presently affiliated or have you previously been involved with a TOKI, KICA, or Charleston County Board or Commission? If yes, which one(s) and during with period?**

No.

Unless otherwise provided by law, you serve at the pleasure of Town Council and all appointments are subject to the ethics, government accountability, and campaign reform act, SC Code Ann. Section 8-13-10 Et Seq, and any member appointed to a board or commission whose action is inconsistent or may be perceived to be inconsistent with the spirit or intent of the act may be subject to removal.

By signing this document, you acknowledge that you may be subject to a background investigation, including, but not limited to a criminal history, driving record, and credit check.

Date:

December 20, 2024

Signature:

Paul Smith



# Town of Kiawah Island

Application for Appointment

It's important to note that individuals serving on the Town of Kiawah Island Board, Committees, or Commissions are required to be residents or property owners of Kiawah Island.

Type or Print Clearly.

## APPOINTMENT SOUGHT

Please select the Board, Commission, or Committee you are applying for (check all that apply):

**Arts Council**

**Audit Committee**

**Board of Zoning & Appeals**

**CERT**

**Construction Board of Appeals**

**Environmental Committee**

**Planning Commission**

**Public Safety Committee**

**State Accommodations Tax Committee**

**Infrastructure & Public Works Committee**

**Name**

---

**Address**

---

Street

City and State

Zip Code

**Current Employment Information:**  **Retired:**

Occupation: 

---

Employer: 

---

**Phone Numbers: (H)** 

---

 **(W)** 

---

 **(C)** 

---

**Email Address:** 

---

- Full time Resident
- Part time Resident
- Non Resident

**Kindly respond to the inquiries on the next page to provide the Town Council members with more details about your desire to serve. Your presence at the Council meeting is welcome if your application is under review. You will receive advanced notice of the meeting date and time.**

### Options to return completed application:

Email: Please email completed application to Petra Reynolds, Town Clerk: preynolds@kiawahisland.org

or

Return to Town Hall at 4475 Betsy Kerrison Parkway

If you have any questions, please contact Petra Reynolds at 843-768-9166.





**TAB 8**

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# **TOWN COUNCIL**

**Agenda Item**

# 2025 ENVIRONMENTAL COMMITTEE

*Committee Members are appointed by the Mayor and Town Council  
to serve one-year terms. All terms expire on January 31<sup>st</sup>.*

## **Madeleine Kaye, Chairman**

252 Sea Marsh Drive  
Kiawah Island, SC 29455  
(843) 670-6801  
[mkaye@kiawahisland.org](mailto:mkaye@kiawahisland.org)

## **Lynne Sager**

582 Oyster Rake Road  
Kiawah Island, SC 29455  
(843) 768-4865  
[lynnesager@me.com](mailto:lynnesager@me.com)

## **Pam Wilson**

1 Grey Wigeon Lane  
Kiawah Island, SC 29455  
(610) 324-5574  
[Pamwilson813@gmail.com](mailto:Pamwilson813@gmail.com)

## **Cindy Perry**

322 Palm Warbler Road  
Kiawah Island, SC 29455  
(770) 833-1510  
[CindyGPerry@gmail.com](mailto:CindyGPerry@gmail.com)

## **Lynda Leffler**

60 Sunlet Bend  
Kiawah Island, SC 29455  
(843) 696-8018  
[LLeffler@outlook.com](mailto:LLeffler@outlook.com)

## **\*Bob Martineau**

103 Pleasant Vally Drive  
Kiawah Island, SC 29455  
(615) 491-7901  
[bobmartineau1@gmail.com](mailto:bobmartineau1@gmail.com)

## **\*Fran Williams**

122 Conifer Lane  
Kiawah Island, SC 29455  
(803) 443-1878  
[francesca.m.williams@gmail.com](mailto:francesca.m.williams@gmail.com)

## **Lee Bundrick**

Kiawah Island Conservancy  
80 Kestrel Court  
Kiawah Island, SC 29455  
(843) 768 2029  
[lee@kiawahconservancy.org](mailto:lee@kiawahconservancy.org)

## **Matt Hill**

KICA Lakes Management  
23 Beachwalker Drive  
Kiawah Island, SC 29455  
(843) 768-2315  
[matt.hill@kica.us](mailto:matt.hill@kica.us)

## **Jennifer Hays**

Architectural Review Board  
130 Gardeners Circle, Suite 123  
Johns Island, SC 29455  
(843) 768-3419  
[Jhays@kiawah.com](mailto:Jhays@kiawah.com)

## **Liz King**

Kiawah Island Golf Resort  
1 Sanctuary Drive  
Kiawah Island, SC 29455  
(843) 768-6001  
[liz\\_king@kiawahresort.com](mailto:liz_king@kiawahresort.com)

## **\*new members to be appointed**

**All Current Members to be Reappointed  
Aaron Given**

Town of Kiawah Island  
4475 Betsy Kerrison Parkway  
Kiawah Island, SC 29455  
(843) 768-9166  
[agiven@kiawahisland.org](mailto:agiven@kiawahisland.org)

---

**Staff Director:**

**Jim Jordan**, *Town Biologist*  
4475 Betsy Kerrison Parkway  
Kiawah Island, SC 29455  
(843) 768-9166  
[jjordan@kiawahisland.org](mailto:jjordan@kiawahisland.org)

DRAFT



# Town of Kiawah Island

Application for Appointment

It's important to note that individuals serving on the Town of Kiawah Island Board, Committees, or Commissions are required to be residents or property owners of Kiawah Island.

Type or Print Clearly.

### APPOINTMENT SOUGHT

Please select the Board, Commission, or Committee you are applying for (check all that apply):

- |  |   |  |
|--|---|--|
| <input type="checkbox"/> Arts Council              | <input type="checkbox"/> Construction Board of Appeals      | <input type="checkbox"/> State Accommodations Tax Committee      |
| <input type="checkbox"/> Audit Committee           | <input checked="" type="checkbox"/> Environmental Committee | <input type="checkbox"/> Infrastructure & Public Works Committee |
| <input type="checkbox"/> Board of Zoning & Appeals | <input type="checkbox"/> Planning Commission                |  |
| <input type="checkbox"/> CERT                      | <input type="checkbox"/> Public Safety Committee            |  |

Name **Bob Martineau**

Address **103 Pleasant Valley Dr** **Kiawah Island SC** **29455**

Street City and State Zip Code

Current Employment Information:  Retired:

Occupation: **Lawyer , Sustainability Consultant**

Employer: **Independent Contractor**

Phone Numbers: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) **6154917901**

Email Address: **bobmartineau1@gmail.com**

- Full time Resident
- Part time Resident
- Non Resident

**Kindly respond to the inquiries on the next page to provide the Town Council members with more details about your desire to serve. Your presence at the Council meeting is welcome if your application is under review. You will receive advanced notice of the meeting date and time.**

#### Options to return completed application:

Email: Please email completed application to Petra Reynolds, Town Clerk: preynolds@kiawahisland.org

or

Return to Town Hall at 4475 Betsy Kerrison Parkway

If you have any questions, please contact Petra Reynolds at 843-768-9166.



# Town of Kiawah Island

## Application for Appointment

Please write legibly. You can add more details if needed. Your input will go to the Town Council for review.

**1. What unique experiences or perspectives would you bring to this role?**

I practiced environmental law for 35 years in both the public and private sector. I worked in the Office of General Counsel at US EPA for 7 years. I headed the environmental and regulatory practice of a major Nashville TN law firm. I served for 7 years as a Cabinet Officer for the Governor of Tennessee over the Department of Environment & Conservation which was the state environmental agency as well as over all the state parks

**2. If you are chosen, what particular impact do you want to have through your contributions?**

My understanding of the environmental laws, the regulatory issues and the challenge to balance sustainability of our natural resources and the needs of a growing community. As head of state agency, I spent a lot of time building partnerships and efforts to find solutions acceptable to all.

**3. Briefly describe your participation in community service or activities.**

I have served on the Advisory Board of the Land Trust of Tennessee. I founded the TN State Parks Conservancy and served as Board chair for several years and remain on the board. Locally, I served this past year on the Marsh Management Subcommittee of the Environmental Committee

**4. Which community topic(s) matter to you and align with the board or committee you want to join?**

Smart growth, resource protection, client adaptation, water resource management. In addition, I am interested in promoting transparent open government.

**5. Are you presently affiliated or have you previously been involved with a TOKI, KICA, or Charleston County Board or Commission? If yes, which one(s) and during with period?**

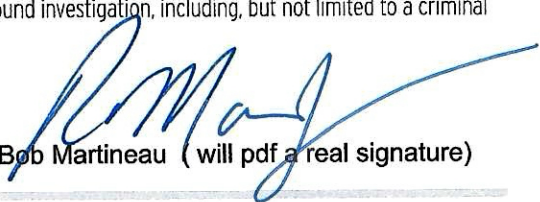
Current Member of TOKI Marsh Management Committee. Have been member during 2024.

I am on KICA Amenities Committee. Appointed in 2024 for 3 year term.

Unless otherwise provided by law, you serve at the pleasure of Town Council and all appointments are subject to the ethics, government accountability, and campaign reform act, SC Code Ann. Section 8-13-10 Et Seq, and any member appointed to a board or commission whose action is inconsistent or may be perceived to be inconsistent with the spirit or intent of the act may be subject to removal.

By signing this document, you acknowledge that you may be subject to a background investigation, including, but not limited to a criminal history, driving record, and credit check.

Date: 12/20/24

Signature:  Bob Martineau (will pdf a real signature)

**From:** [Madeleine Kaye](#)  
**To:** [Petra Reynolds](#); [Fran Williams](#)  
**Subject:** Re: Environmental Committee  
**Date:** Saturday, November 23, 2024 9:42:32 AM

---

Thanks, Fran.

Petra: as far as I'm concerned, this constitutes an official application. Please add this to the other applications.

Madeleine Kaye  
Sea Marsh Drive

On Friday, November 22, 2024, 07:21:45 PM EST, Fran Williams <[francesca.m.williams@gmail.com](mailto:francesca.m.williams@gmail.com)> wrote:

I have tried repeatedly to fill out the online application for the Environmental Committee and have been unable to complete it. Please see my responses to the application below.

Name: Fran Williams  
Address: 122 Conifer Lane  
Occupation: Retired  
Phone no: 803-443-1878  
e-mail address: [francesca.m.williams@gmail.com](mailto:francesca.m.williams@gmail.com)  
Are you a full time resident Yes  
Financial benefit No  
Involvement w/board or commission No  
Conviction: No

If answered 'yes', explain:

I became a property owner in 1996. I moved here full time in 2/2018. I have lived in a condo and a house giving me experience as a part time resident, full time resident, condo owner and a home owner.

#### 1. experience/training qualification

I was a VP of Environment, Safety & Health (ESH&QA) (including radiation and contamination control) at a nuclear facility in SC that employed more than 20,000 people. We were responsible for cleaning up radioactive and chemical contamination in buildings, water and soil. This included responsibility to implement environmental best practices and regulations including efforts to reuse, reduce and recycle materials. I was also the VP of ESH&QA at facilities in TN, ID and the UK working with state and federal environmental agencies to meet and exceed environmental targets. I retired after performing as the CEO of the organization responsible for decommissioning and removing uranium gaseous diffusion facilities in TN.

#### 2. Specific Contributions I Hope to Make

- Increasing knowledge and participation in the recycling and composting programs
- Increasing neighborhood coalitions to install permeable driveways and walkways and to address other common environmental improvement opportunities
- Contributing to discussions and actions aimed at reducing the island's environmental footprint

#### 3. Community Service Background

I have been actively involved in community service since high school as members and officers. Examples include PTA/PTO, neighborhood boards, United Way, meals on wheels, food drives, etc. While on Kiawah I served as

President of the KLNH (Kiawah Ladies Nine Hole League) and as a member of the Tennis Club Villas Board of Directors. For the past 7 years I have volunteered with VITA, an IRS sanctioned group, that prepares income tax returns for members of the community that cannot file without assistance. I currently serve as a tax preparer, site manager and recruitment coordinator.

#### 4. Topics of Concern

- Community education and involvement in reducing the island's environmental footprint. (Reuse, reduce, recycle and compost)
- Determining if and how we can involve renters (I was disposing of my compost at the Town Center where I met a woman who had been renting. She had collected a bag of compost and wanted to dispose of it properly but didn't have the code. She composts where she lives. I checked it, determined it met the requirements and disposed of it for her. This particular example may not be worth pursuing but there may be other ways to involve renters.
- Working with the resort to reduce their environmental impact. One example is the use of water bottles at golf courses. They have installed drinking water fountains at the rest rooms on the course. Many of our residents bring their reusable water bottles and fill them during the round. If cups were provided, the resort could eliminate the use of plastic water bottles which are bad for the environment (create a lot of plastic waste) and bad for human health

#### 5. Why do I want to become a member

I would like to be involved in the discussions and debates regarding environmental issues that affect Kiawah. As technology improves so does our ability to improve environmental stewardship. I would like to be part of the solutions.

#### 6. Previous service

No

11/22/2024 FBWilliams



**TAB 9**

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# **TOWN COUNCIL**

**Agenda Item**

2025

## INFRASTRUCTURE & PUBLIC WORKS COMMITTEE

Members are appointed by the Mayor and Town Council and serve for one-year terms.  
Terms expire on January 31.

**Lance Spencer, Chairman**

40 Sunlet Bend  
Kiawah Island, SC 29455  
(571) 214-2316  
[lspencer@kiawahisland.org](mailto:lspencer@kiawahisland.org)

**\*David DeStefano**

31 Burroughs Hall  
Kiawah Island, SC 29455  
(401) 487-3282  
[daviddestef@yahoo.com](mailto:daviddestef@yahoo.com)

**\*Warren Stannard**

294 Surfsong Road  
Kiawah Island, SC 29455  
(843) 768-1452  
[wgstannard@bellsouth.net](mailto:wgstannard@bellsouth.net)

**\*Brad McIlvain**

146 Blue Heron Pond Road  
Kiawah Island, SC 29455  
(215) 799-8600  
[bradmilvain@comcast.net](mailto:bradmilvain@comcast.net)

**\*John Shippee**

78 Lemoyne Lane  
Johns Island, SC 29455  
(646)-258-9720  
[johnshippee@ymail.com](mailto:johnshippee@ymail.com)

**\*Phillip Mancusi-Ungaro**

13 Bufflehead Drive  
Kiawah Island, SC 29455  
(770) 851-6658  
[pmancusi52@gmail.com](mailto:pmancusi52@gmail.com)

---

**Staff Director:**

**Brian Gottshalk**

**Public Works Manager**  
4475 Betsy Kerrison Parkway  
Kiawah Island, SC 29455  
(843) 768-9166  
[bgottshalk@kiawahisland.org](mailto:bgottshalk@kiawahisland.org)

---

**\*New Members to be Appointed**



# Town of Kiawah Island

Application for Appointment

It's important to note that individuals serving on the Town of Kiawah Island Board, Committees, or Commissions are required to be residents or property owners of Kiawah Island.

Type or Print Clearly.

## APPOINTMENT SOUGHT

Please select the Board, Commission, or Committee you are applying for (check all that apply):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Arts Council              | <input type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> State Accommodations Tax Committee                 |
| <input type="checkbox"/> Audit Committee           | <input type="checkbox"/> Environmental Committee       | <input checked="" type="checkbox"/> Infrastructure & Public Works Committee |
| <input type="checkbox"/> Board of Zoning & Appeals | <input type="checkbox"/> Planning Commission           |   |
| <input type="checkbox"/> CERT                      | <input type="checkbox"/> Public Safety Committee       |   |

Name warren stannard

Address 294 surfsong rd

Charleston sc

29455

Street

City and State

Zip Code

Current Employment Information:  Retired:

Occupation: civil engineer

Employer: Connecticut dot

Phone Numbers: (H) 843-768-1452 (W) 843-819-4430 (C) \_\_\_\_\_

Email Address: wgstannard@bellsouth.net

- Full time Resident
- Part time Resident
- Non Resident

Kindly respond to the inquiries on the next page to provide the Town Council members with more details about your desire to serve. Your presence at the Council meeting is welcome if your application is under review. You will receive advanced notice of the meeting date and time.

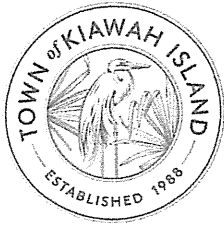
### Options to return completed application:

Email: Please email completed application to Petra Reynolds, Town Clerk: preynolds@kiawahisland.org

or

Return to Town Hall at 4475 Betsy Kerrison Parkway

If you have any questions, please contact Petra Reynolds at 843-768-9166.



# Town of Kiawah Island

## Application for Appointment

Please write legibly. You can add more details if needed. Your input will go to the Town Council for review.

**1. What unique experiences or perspectives would you bring to this role?**

worked with over 30 municipalities on their local roads and streets. This was from start to finish- select consultant. planning. design and construction.

**2. If you are chosen, what particular impact do you want to have through your contributions?**

Having been an owner on Kiawah for over 25+ years and seen the town grow without the necessary roadway, bikeway and safety improvements for today much less for future needs. I think this would be a good time for the public works committee and the town council to take a step back and come up with a plan to address these needs concerning the travel from the roundabout to the front gate and Beach Walker Drive.

**3. Briefly describe your participation in community service or activities.**

Public Works Committee

**4. Which community topic(s) matter to you and align with the board or committee you want to join?**

Roadway Infrastructure and Safety

**5. Are you presently affiliated or have you previously been involved with a TOKI, KICA, or Charleston County Board or Commission? If yes, which one(s) and during with period?**

TOKI 2018-2022

Unless otherwise provided by law, you serve at the pleasure of Town Council and all appointments are subject to the ethics, government accountability, and campaign reform act, SC Code Ann. Section 8-13-10 Et Seq, and any member appointed to a board or commission whose action is inconsistent or may be perceived to be inconsistent with the spirit or intent of the act may be subject to removal.

By signing this document, you acknowledge that you may be subject to a background investigation, including, but not limited to a criminal history, driving record, and credit check.

Date:

12/17/2024

Signature:

*Wann S. Hammond*



# Town of Kiawah Island

Application for Appointment

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Type or Print Clearly.

### APPOINTMENT SOUGHT

Please select the Board, Commission, or Committee you are applying for (check all that apply):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Arts Council              | <input type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> State Accommodations Tax Committee                 |
| <input type="checkbox"/> Audit Committee           | <input type="checkbox"/> Environmental Committee       | <input checked="" type="checkbox"/> Infrastructure & Public Works Committee |
| <input type="checkbox"/> Board of Zoning & Appeals | <input type="checkbox"/> Planning Commission           |   |
| <input type="checkbox"/> CERT                      | <input type="checkbox"/> Public Safety Committee       |   |

Name Philip Mancusi-Ungaro

Address	13 Bufflehead Dr	Kiawah Island, SC	29455
	Street	City and State	Zip Code

Current Employment Information:  Retired:

Occupation: Environmental Attorney

Employer: USEPA, now self employed consultant

Phone Numbers: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) 770-851-6658

Email Address: pmancusi52gmail.com

- Full time Resident
- Part time Resident
- Non Resident

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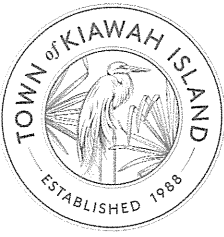
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# Town of Kiawah Island

## Application for Appointment

Please write legibly. You can add more details if needed. Your input will go to the Town Council for review.

**1. What unique experiences or perspectives would you bring to this role?**

During my time at EPA, I worked on several large development projects such as Disney's 20 year build out including major infrastructure issues, roads, stormwater management, and various design and planning issues. I also worked on the Everglades ecosystem restoration, balancing stormwater issues, with drinking water and other infrastructure.

**2. If you are chosen, what particular impact do you want to have through your contributions?**

Given my background, I can help with current stormwater issues and the impacts the new developments in the west beach and on Beachwalker drive. I want to support the current effort to improve cel phone coverage, and possible use of solar at the town hall. Reviewing our utility infrastructure and insuring it is up to the demands on the island.

**3. Briefly describe your participation in community service or activities.**

I am a regular commenter at Kiawah Board meetings. I was on the KICA By-Laws Governance Committee. I am an environmental volunteer for the Environmental Protection Network, working on a variety of projects including community flooding issues, and over development in a Parish in Louisiana.

**4. Which community topic(s) matter to you and align with the board or committee you want to join?**

The lack of adequate cel phone coverage on the island. Traffic at the front gate which I believe the resolution needs to be. joint KICA/Town effort. Stormwater and other utility infrastructure on the island. And I noted with interest the discussion of solar at the town hall.

**5. Are you presently affiliated or have you previously been involved with a TOKI, KICA, or Charleston County Board or Commission? If yes, which one(s) and during with period?**

KICA Governance Committee during rewrite of the By-Laws. The KICA Public Safety Committee 2023.

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By signing this document, you acknowledge that you may be subject to a background investigation, including, but not limited to a criminal history, driving record, and credit check.

Date: 12/20/2024

Signature: 

PHILIP G. MANCUSI-UNGARO  
13 Bufflehead Drive, Kiawah Island, SC 29455  
770-851-6658

## EMPLOYMENT EXPERIENCE

### **Relevant Work Experience Summary**

During my time at the USEPA. In addition to enforcement under the Clean Water Act, I focused on water law and related statutory requirements such as project reviews under NEPA, and a lot of my work involved large developments during project review and in some cases enforcement actions. These include several 20,000 acre plus development projects. As the lead attorney for Everglades restoration, I was involved in the largest ecosystem restoration project in the country. This system uniquely provides drinking water recharge, ecosystem protection and stormwater protection for much of South Florida balancing all these needs. I worked on Walt Disney Worlds' 20 year buildout plan in Orlando. Disneyworld has one of the largest stormwater and water transportation systems in the country. I worked at SCDHEC on the Santee Cooper lakes project while doing my thesis research on Lakes Marion and Moultrie focusing on water quality and quantity issues in the system.

Although I am retired from USEPA, I volunteer for a group called the Environmental Protection Network and do private consulting work. We have about 600 former USEPA employees who work with communities and groups to help address environmental concerns they have. One project I work on involves residential flooding issues in Marion County and the Socastee area of Horry County where they see considerable "sunny day" flooding events. I am currently consulting with Resilient, Development and Management for St. Tammany Parish to review their regulatory structure to help protect their ecosystems from over development.

**Attorney Advisor**, GS-15, Office of Environmental Accountability, United States Environmental Protection Agency, Region IV, Atlanta, Georgia. Duties included:

August 1991 - September 2018: Office of Water Legal Support (formerly the Air, Water, Toxics, and General Law Branch). Senior Wetlands and Senior NEPA Attorney. Responsibilities included: Representing the agency in administrative and civil litigation; wetlands enforcement, permitting and policy issues; National Pollutant Discharge Elimination System enforcement, permitting and counseling; legal counseling on NEPA matters including Environmental Impact Statement review; Marine Protection Research and Sanctuaries Act; Water Quality Standards; Endangered Species Act; Underground Injection Control Act; Oil Pollution Act; and Total Maximum Daily Load litigation. Lead attorney for all matters related to Everglades litigation and restoration and the negotiation and implementation of the Tri-State Water Compacts. Acting Supervisory Manager for the Office of Water Legal Support. Served as a Presiding Officer/Regional Judicial Officer.

2003 - 2009: Regional Criminal Enforcement Counsel for South Carolina. Worked with Criminal Investigation Division Agents and United States Attorneys to prosecute environmental crimes.

1996 - 1999: Assigned to the Regional Administrator as Chief of Staff. Responsibilities included providing counsel and advice to the Regional Administrator on matters as needed including drafting and reviewing correspondence for the Office of the Regional Administrator. Also represented the agency in all litigation, negotiations and other meetings related to the Everglades restoration process and other Florida issues.

December 1990 - August 1991: Multi Media Pilot Branch. Developed policy, cases and matters involving multi-media environmental enforcement.

November 1989 - December 1990: Hazardous Waste Law Branch. Enforcement and counseling matters under RCRA, CERCLA, and state program authorization.

**Special Counsel**, United States Department of Justice, Environment and Natural Resources Division, June 2002 - June 2004. Lead Trial Attorney in *United States v. South Florida Water Management District*, No. 88-1886-Civ-Moreno (S.D. Fla).

**Associate**, Ogletree, Deakins, Nash, Smoak and Stewart, Greenville, South Carolina, May 1988 - September 1989. Practice primarily limited to environmental law matters including regulatory compliance and enforcement defense under CERCLA, RCRA, Clean Water Act, Clean Air Act, TSCA, and state laws, including CERCLA remedial sites, hazardous waste de-listing petitions, RCRA permit review, and facility compliance audits.

#### Professional/Technical Experience:

**Environmental Quality Manager**, Santee-Cooper River Basin Water Quality Study, South Carolina Department of Health and Environmental Control, Columbia, South Carolina. Assistant to Project Manager, March 1983 - August 1985. Participated in the design, coordination, and implementation of various lake studies including water flow analysis, sediment deposition and movement, aquatic macrophyte and water quality studies. Collected, assembled and evaluated data, prepared and reviewed reports, oversight of contractors, and developed project budgets.

**South Carolina Field Technician**, Environmental Research and Technology, Atlanta, Georgia. May 1982 through completion of project, October 1982. Maintained ambient air monitoring station at planned industrial site, equipment calibration, sample collection and general operation.

#### EDUCATION:

**University of South Carolina School of Law**, Juris Doctor Degree, May 1988. GPR 3.04; Class Rank 61/249. Pupil John Belton O'Neal Inn of Court, 1987 - 88; American Jurisprudence Award, Domestic Relations.

**Vermont Law School**, Environmental Law Center, Summers 1986 and 1987. Courses: CERCLA Seminar, Environmental Auditing, and Environmentally Sensitive Land Development.

**University of South Carolina**, Master of Science in Public Health. Major: Environmental Planning and Quality Assessment. GPR 3.54. Outstanding Graduate Student of the Year, University of South Carolina Awards Commission, 1981 and 1982; Recipient of U.S. Public Health Services Traineeship Grants 1980, 1981 and 1982.

**University of South Carolina**, Master of Business Administration, May 1979. Major: Financial Management and Investment Analysis. GPR 3.24. Small Business Institute Award for Best Project, U.S. Small Business Administration; Regional Award, 1979; District Award, 1978.

**University of Vermont**, Burlington, Vermont, Bachelor of Arts, May 1975. Major: Psychology; Pre-Medicine Science Curriculum.

#### PROFESSIONAL AFFILIATIONS:

- South Carolina Bar, Active Member in Good Standing since 1988, Bar Number 12002.
- Member, South Carolina Bar Association, Environment and Natural Resources Section.



# Town of Kiawah Island

Application for Appointment

It's important to note that individuals serving on the Town of Kiawah Island Board, Committees, or Commissions are required to be residents or property owners of Kiawah Island.

Type or Print Clearly.

## APPOINTMENT SOUGHT

Please select the Board, Commission, or Committee you are applying for (check all that apply):

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> Arts Council              | <input type="checkbox"/> Construction Board of Appeals | <input type="checkbox"/> State Accommodations Tax Committee                 |
| <input type="checkbox"/> Audit Committee           | <input type="checkbox"/> Environmental Committee       | <input checked="" type="checkbox"/> Infrastructure & Public Works Committee |
| <input type="checkbox"/> Board of Zoning & Appeals | <input type="checkbox"/> Planning Commission           |   |
| <input type="checkbox"/> CERT                      | <input type="checkbox"/> Public Safety Committee       |   |

Name John Shippee

Address 78 Lemoyne Ln

Street

Johns Island

City and State

29455-5820

Zip Code

Current Employment Information:  Retired:

Occupation: \_\_\_\_\_

Employer: \_\_\_\_\_

Phone Numbers: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (c) 6462589720

Email Address: johnshippee@ymail.com

- Full time Resident
- Part time Resident
- Non Resident

Kindly respond to the inquiries on the next page to provide the Town Council members with more details about your desire to serve. Your presence at the Council meeting is welcome if your application is under review. You will receive advanced notice of the meeting date and time.

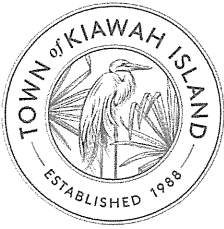
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OR

Return to Town Hall at 4475 Betsy Kerrison Parkway

If you have any questions, please contact Petra Reynolds at 843-768-9166.



# Town of Kiawah Island

## Application for Appointment

Please write legibly. You can add more details if needed. Your input will go to the Town Council for review.

**1. What unique experiences or perspectives would you bring to this role?**

We are very invested in the Kiawah community having visited Kiawah periodically for two decades before buying property in 2015. We have been full time residents in Cassique since June 2019. I have 35 years of experience in finance and investing working in collaborative teams to analyze complex problems and opportunities. I believe similar skills would apply to the Infrastructure and Public Works Committee in order to analyze

**2. If you are chosen, what particular impact do you want to have through your contributions?**

I expect to contribute to a collaborative committee effort in order to help our community better plan for the future challenges facing our infrastructure and public works as a result of the significant post pandemic growth as well as the planned developments at Andell West and on Beachwalker Road. We must better address the strains on our infrastructure resulting from a growing population, increased residential and commercial traffic and the

**3. Briefly describe your participation in community service or activities.**

I have been a member of the Kiawah Island Club's member Advisory Board since 2022 and a trustee of the Kiawah Conservancy since March 2024. Through these roles as well as golf and other social activities I have become acquainted with many of our local residents and municipal leaders.

**4. Which community topic(s) matter to you and align with the board or committee you want to join?**

Infrastructure and public works

**5. Are you presently affiliated or have you previously been involved with a TOKI, KICA, or Charleston County Board or Commission? If yes, which one(s) and during with period?**

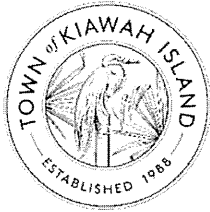
No

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By signing this document, you acknowledge that you may be subject to a background investigation, including, but not limited to a criminal history, driving record, and credit check.

Date: 12/19/2024

Signature: John T Shippee



# TOWN OF KIAWAH ISLAND

## APPLICATION FOR APPOINTMENT

Please note that members of Town of Kiawah Island boards and commissions must be residents or property owners of Kiawah Island.

PLEASE TYPE OR PRINT CLEARLY.

APPOINTMENT SOUGHT: (Select the Board, Commission, or Committee you are applying for. Check all that apply.)

- Planning Commission
- Construction Board of Appeals
- Arts Council
- Board of Zoning Appeals
- Public Safety Committee
- Audit Committee
- Environmental Committee
- State Accommodations Tax Committee

NAME:

ADDRESS:

### CURRENT EMPLOYMENT INFORMATION:

OCCUPATION:

EMPLOYER:

BUSINESS ADDRESS:

PHONE NUMBERS: (H)  (W)

E-MAIL ADDRESS:

### CIRCLE ANSWER:

- Are you a full-time Kiawah Resident?  YES  NO
- Is there any way that you or a member of your family would stand to benefit financially by your service on this board or commission?  YES  NO
- Have you ever been employed or had any involvement with this board or commission that would be reflected either positively or negatively in your service?  YES  NO
- Have you ever been convicted of a crime involving moral turpitude?  YES  NO

IF YOU ANSWERED "YES" TO ONE OR MORE OF THE ABOVE QUESTIONS, PLEASE EXPLAIN BELOW.

PLEASE ANSWER THE QUESTIONS ON THE FOLLOWING PAGE IN ORDER TO GIVE THE MEMBERS OF TOWN COUNCIL MORE INFORMATION REGARDING YOUR INTEREST IN SERVING ON THIS BOARD OR COMMISSION. YOU ARE ENCOURAGED TO ATTEND THE COUNCIL MEETING WHEN THIS APPLICATION IS CONSIDERED AND WILL BE NOTIFIED OF THE DATE AND TIME OF THAT MEETING IN ADVANCE.

**Town of Kiawah Island  
APPLICATION FOR APPOINTMENT**

**PAGE 2**

PLEASE TYPE OR PRINT CLEARLY. YOU MAY USE ADDITIONAL PAPER OR PROVIDE ADDITIONAL INFORMATION IF DESIRED. ALL INFORMATION YOU PROVIDE WITH THIS APPLICATION WILL BE GIVEN TO THE MEMBERS OF TOWN COUNCIL FOR CONSIDERATION.

1. What experience/training/qualifications do you have for this particular board or commission?

35 years as an attorney practicing in Rhode Island and Massachusetts concentrating in construction law including real estate and with some zoning work. Former chair of the City of Providence Building Department Appeals Board. Prior to my career as an attorney I ran a family commercial/industrial construction company.

2. What specific contributions do you hope to make to this board or commission?

As a full time resident on Kiawah for 10 years I have held numerous positions with the Town of Kiawah and KICA, I have a great deal of experience dealing with the various "K"s. I have followed most of the governance issues of the Town, KICA, the Master Developer the Resort and I am up to date on the current issues facing the "k"s/

3. Briefly describe your community service background or your involvement in community groups or activities.

Member of the Kiawah Town Hall Building Committee. Member of the Committee charged with selecting the Town's Attorney (2016). Chairman of the Town's Public Works Committee. Two terms on the KICA Board of Directors ending in March of 2025. Former Co-Chair of the KICA Amenities Committee. Current Co-Chair of the KICA Safety, Enforcement and Infrastructure Committee. Former Vice Chair and Secretary of the KICA Board

4. What community topics concern you that relate to this board?

Ongoing Development including the Partner's Ocean Pines and Upper Beachwalker projects. The Resort's future development and updating the Resort's Development Agreement and all other future development on Kiawah.

5. Why do you want to become a member of this board or commission?

As I stated above, I have volunteered for many positions on Kiawah and wish to continue my involvement in the Kiawah Community.

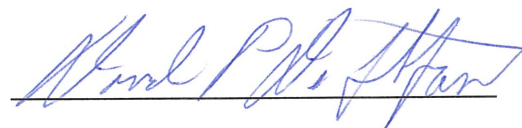
6. Are you currently a member, or have you previously served on a Town of Kiawah Island, Kiawah Island Community Association, or Charleston County board or commission? If so, which one(s), and when did you serve?

See # 3 above

DO YOU UNDERSTAND THAT, UNLESS OTHERWISE PROVIDED BY LAW, YOU SERVE AT THE PLEASURE OF COUNTY COUNCIL AND ALL APPOINTMENTS ARE SUBJECT TO THE ETHICS, GOVERNMENT ACCOUNTABILITY, AND CAMPAIGN REFORM ACT, S.C. CODE ANN. SECTION 8-13-10 ET SEQ, AND ANY MEMBER APPOINTED TO A BOARD OR COMMISSION WHOSE ACTION IS INCONSISTENT OR MAY BE PERCEIVED TO BE INCONSISTENT WITH THE SPIRIT OR INTENT OF THE ACT MAY BE SUBJECT TO REMOVAL?

BY SIGNING THIS DOCUMENT, YOU ACKNOWLEDGE THAT YOU MAY BE SUBJECT TO A BACKGROUND INVESTIGATION, INCLUDING, BUT NOT LIMITED TO A CRIMINAL HISTORY, DRIVING RECORD, AND CREDIT CHECK.

DATE: 10/23/24

SIGNATURE: 



# Town of Kiawah Island

Application for Appointment

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Type or Print Clearly.

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| <input type="checkbox"/> Board of Zoning & Appeals | <input type="checkbox"/> Planning Commission           |   |
| <input type="checkbox"/> CERT                      | <input type="checkbox"/> Public Safety Committee       |   |

Name BRAD McILVAIN

Address 146 BLUE HERON POND RD, KIAWAH ISLAND, SC 29455  
Street City and State Zip Code

Current Employment Information:  Retired:

Occupation: FORMER LAWYER, CURRENT AMERICAN ARBITRATION ASSOC. ARBITRATOR  
Employer: \_\_\_\_\_

Phone Numbers: (H) \_\_\_\_\_ (W) \_\_\_\_\_ (C) 215-789-8600

Email Address: bradmcilvain@comcast.net

- Full time Resident
- Part time Resident
- Non Resident

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OR

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# Town of Kiawah Island

## Application for Appointment

Please write legibly. You can add more details if needed. Your input will go to the Town Council for review.

**1. What unique experiences or perspectives would you bring to this role?**

DEGREE IN MECHANICAL ENGINEERING  
HISTORY OF INVOLVEMENT IN WIDE RANGE OF CONSTRUCTION PROJECTS  
FROM HOUSES TO AIRPORTS, STADIUMS, MUSEUMS AND CONCERT HALLS.  
ALSO SERVED AS COUNSEL FOR PHILA TRANSIT AUTH. ON INFRASTRUCTURE PROJECTS

**2. If you are chosen, what particular impact do you want to have through your contributions?**

ASSIST IN IMPROVING & IMPORTANTLY MAINTAINING INFRASTRUCTURE

**3. Briefly describe your participation in community service or activities.**

ACTIVE IN COMMUNITY GOVERNMENT  
KICA BOARD MEMBER 2020-23

**4. Which community topic(s) matter to you and align with the board or committee you want to join?**

SEE 2 ABOVE. ENJOY WORKING THROUGH CONSTRUCTION RELATED ISSUES

**5. Are you presently affiliated or have you previously been involved with a TOKI, KICA, or Charleston County Board or Commission? If yes, which one(s) and during with period?**

SEE 3 ABOVE

Unless otherwise provided by law, you serve at the pleasure of Town Council and all appointments are subject to the ethics, government accountability, and campaign reform act, SC Code Ann. Section 8-13-10 Et Seq, and any member appointed to a board or commission whose action is inconsistent or may be perceived to be inconsistent with the spirit or intent of the act may be subject to removal.

By signing this document, you acknowledge that you may be subject to a background investigation, including, but not limited to a criminal history, driving record, and credit check.

Date:

12/19/24

Signature:

J. Bradford Moore



**TAB 10**

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# **TOWN COUNCIL**

**Agenda Item**

# 2025 Planning Commission

*The Commission is composed of 7 members appointed by the Mayor and Town Council. Appointments are for four-year terms.*

**Dr. Ronald Curran, Chairman (2028)**

40 Salt Cedar Lane  
Kiawah Island, SC 29455  
(843) 805-4438  
Email: [rdcurran@yahoo.com](mailto:rdcurran@yahoo.com)

**Larry Iwan, Vice Chair (2026)**

35 Salt Cedar Lane  
Kiawah Island, SC 29455  
(843) 768-6626  
Email: [plinyiwan@msn.com](mailto:plinyiwan@msn.com)

**Eugene A. Babinec (2027)**

97 Belmeade Hall  
Kiawah Island, SC 29455  
(203) 434-3650  
Email: [babinecgene@gmail.com](mailto:babinecgene@gmail.com)

**John V. Connolly (2027)**

1020 Scaup Court  
Kiawah Island, SC 29455  
(404) 307-6661  
Email: [jvconnolly27@gmail.com](mailto:jvconnolly27@gmail.com)

**\*Sandra Devine (2029)**

383 Green Winged Teal Road  
Kiawah Island, SC 29455  
(703) 346-1255  
Email: [sldev18@gmail.com](mailto:sldev18@gmail.com)

**Joanne K. Hennessy (2028)**

12 Blue Heron Pond Road  
Kiawah Island, SC 29455  
(847) 732-4051  
Email: [hennj@aol.com](mailto:hennj@aol.com)

**\*Maribeth Schmersal (2029)**

124 Turnberry Drive  
Kiawah Island, SC 29455  
(704) 965-8497  
Email: [meschmersal@gmail.com](mailto:meschmersal@gmail.com)

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**John Taylor, Planning Director**

Town of Kiawah Island  
4475 Betsy Kerrison Parkway  
Kiawah Island, SC 29455  
Phone: 768-9166  
Email: [jtaylor@kiawahisland.org](mailto:jtaylor@kiawahisland.org)

**\* New Members to be Appointed**



# TOWN OF KIAWAH ISLAND

## APPLICATION FOR APPOINTMENT

Please note that members of Town of Kiawah Island boards and commissions must be residents or property owners of Kiawah Island.

PLEASE TYPE OR PRINT CLEARLY.

APPOINTMENT SOUGHT: (Select the Board, Commission, or Committee you are applying for. Check all that apply.)

- Planning Commission
- Board of Zoning Appeals
- Environmental Committee
- Construction Board of Appeals
- Public Safety Committee
- State Accommodations Tax Committee
- Arts Council
- Audit Committee

NAME: **Maribeth Schmersal**

ADDRESS: 124 Turnberry Drive  
Kiawah Island, SC 29455

### CURRENT EMPLOYMENT INFORMATION:

OCCUPATION: None

EMPLOYER:

BUSINESS ADDRESS:

PHONE NUMBERS: (H) 704.965.8497 (W)

E-MAIL ADDRESS: schmers@mac.com

### CIRCLE ANSWER:

- Are you a full-time Kiawah Resident?  YES  NO
- Is there any way that you or a member of your family would stand to benefit financially by your service on this board or commission?  YES  NO
- Have you ever been employed or had any involvement with this board or commission that would be reflected either positively or negatively in your service?  YES  NO
- Have you ever been convicted of a crime involving moral turpitude?  YES  NO

### IF YOU ANSWERED "YES" TO ONE OR MORE OF THE ABOVE QUESTIONS, PLEASE EXPLAIN BELOW.

I am a full time resident.

PLEASE ANSWER THE QUESTIONS ON THE FOLLOWING PAGE IN ORDER TO GIVE THE MEMBERS OF TOWN COUNCIL MORE INFORMATION REGARDING YOUR INTEREST IN SERVING ON THIS BOARD OR COMMISSION. YOU ARE ENCOURAGED TO ATTEND THE COUNCIL MEETING WHEN THIS APPLICATION IS CONSIDERED AND WILL BE NOTIFIED OF THE DATE AND TIME OF THAT MEETING IN ADVANCE.

**Town of Kiawah Island  
APPLICATION FOR APPOINTMENT**

**PAGE 2**

PLEASE TYPE OR PRINT CLEARLY. YOU MAY USE ADDITIONAL PAPER OR PROVIDE ADDITIONAL INFORMATION IF DESIRED. ALL INFORMATION YOU PROVIDE WITH THIS APPLICATION WILL BE GIVEN TO THE MEMBERS OF TOWN COUNCIL FOR CONSIDERATION.

1. What experience/training/qualifications do you have for this particular board or commission?

Time in banking and as a volunteer required that I listen or research to begin to understand an issue, question to clarify my understanding and continue to think critically about the issue, and finally articulate verbally and/or in writing my thoughts or concerns about the issue.

2. What specific contributions do you hope to make to this board or commission?

I hope to give my time to ensure that development on Kiawah abides by zoning and development agreements while also serving all stakeholders on the Island when considering new or amended agreements and plans.

3. Briefly describe your community service background or your involvement in community groups or activities.

Lovett Parent Association, Treasurer: Moved records/ budget to shared platform, performed accounting function  
NYO Finance Committee, Chair: Prepared financials at large, multi-sport, Atlanta youth group for capital campaign  
NYO Softball Committee, Chair: Grew program 30%, revamped uniform acquisition and volunteer interface

4. What community topics concern you that relate to this board?

I will work to ensure that zoning regulations are appropriately enforced. When exceptions or changes to these regulations or development agreements are considered, it is appropriate for the Planning Commission to ask questions and perform independent research in an attempt to truly understand the issues and trade offs.

5. Why do you want to become a member of this board or commission?

As someone who has been a visitor or property owner on Kiawah for the vast majority of my life, I hope to serve and preserve the island.

6. Are you currently a member, or have you previously served on a Town of Kiawah Island, Kiawah Island Community Association, or Charleston County board or commission? If so, which one(s), and when did you serve?

No

DO YOU UNDERSTAND THAT, UNLESS OTHERWISE PROVIDED BY LAW, YOU SERVE AT THE PLEASURE OF COUNTY COUNCIL AND ALL APPOINTMENTS ARE SUBJECT TO THE ETHICS, GOVERNMENT ACCOUNTABILITY, AND CAMPAIGN REFORM ACT, S.C. CODE ANN. SECTION 8-13-10 ET SEQ, AND ANY MEMBER APPOINTED TO A BOARD OR COMMISSION WHOSE ACTION IS INCONSISTENT OR MAY BE PERCEIVED TO BE INCONSISTENT WITH THE SPIRIT OR INTENT OF THE ACT MAY BE SUBJECT TO REMOVAL?

BY SIGNING THIS DOCUMENT, YOU ACKNOWLEDGE THAT YOU MAY BE SUBJECT TO A BACKGROUND INVESTIGATION, INCLUDING, BUT NOT LIMITED TO A CRIMINAL HISTORY, DRIVING RECORD, AND CREDIT CHECK.

DATE: October 28, 2024

SIGNATURE: \_\_\_\_\_



# TOWN OF KIAWAH ISLAND

## APPLICATION FOR APPOINTMENT

Please note that members of Town of Kiawah Island boards and commissions must be residents or property owners of Kiawah Island.

PLEASE TYPE OR PRINT CLEARLY.

APPOINTMENT SOUGHT: (Select the Board, Commission, or Committee you are applying for. Check all that apply.)

- |   |  |   |
|---|--|---|
| <input checked="" type="checkbox"/> Planning Commission | <input type="checkbox"/> Board of Zoning Appeals | <input type="checkbox"/> Environmental Committee            |
| <input type="checkbox"/> Construction Board of Appeals  | <input type="checkbox"/> Public Safety Committee | <input type="checkbox"/> State Accommodations Tax Committee |
| <input type="checkbox"/> Arts Council                   | <input type="checkbox"/> Audit Committee         |   |

NAME: **Sandra (Sandy) Devine**

ADDRESS: 383 Green Winged Teal Road, Kiawah

### CURRENT EMPLOYMENT INFORMATION:

OCCUPATION: Executive Advisor / Consultant - part time

EMPLOYER: Fadctor Law

BUSINESS ADDRESS: 33 West Monroe Street, Suite 200, Chicago, IL 60603

PHONE NUMBERS: (H) 703.346.1255 (W)

E-MAIL ADDRESS: sdevine383@gmail.com

### CIRCLE ANSWER:

- Are you a full-time Kiawah Resident?  YES  NO
- Is there any way that you or a member of your family would stand to benefit financially by your service on this board or commission?  YES  NO
- Have you ever been employed or had any involvement with this board or commission that would be reflected either positively or negatively in your service?  YES  NO
- Have you ever been convicted of a crime involving moral turpitude?  YES  NO

IF YOU ANSWERED "YES" TO ONE OR MORE OF THE ABOVE QUESTIONS, PLEASE EXPLAIN BELOW.

PLEASE ANSWER THE QUESTIONS ON THE FOLLOWING PAGE IN ORDER TO GIVE THE MEMBERS OF TOWN COUNCIL MORE INFORMATION REGARDING YOUR INTEREST IN SERVING ON THIS BOARD OR COMMISSION. YOU ARE ENCOURAGED TO ATTEND THE COUNCIL MEETING WHEN THIS APPLICATION IS CONSIDERED AND WILL BE NOTIFIED OF THE DATE AND TIME OF THAT MEETING IN ADVANCE.

**Town of Kiawah Island  
APPLICATION FOR APPOINTMENT**

**PAGE 2**

PLEASE TYPE OR PRINT CLEARLY. YOU MAY USE ADDITIONAL PAPER OR PROVIDE ADDITIONAL INFORMATION IF DESIRED. ALL INFORMATION YOU PROVIDE WITH THIS APPLICATION WILL BE GIVEN TO THE MEMBERS OF TOWN COUNCIL FOR CONSIDERATION.

1. What experience/training/qualifications do you have for this particular board or commission?

Long history (30+ years) business expertise in executive / general manager capacity leading business units \$10M - \$100M in revenues, directly overseeing teams up to 500+  
Corporate experience with market sectors including public sector (state / local governments), along with private sector.

2. What specific contributions do you hope to make to this board or commission?

Bring analytical and data driven decisionmaking skills to the future development and growth issues and topics  
Communications skills in framing topics for community discussion and engagement

3. Briefly describe your community service background or your involvement in community groups or activities.

Brief tenure as member of KICA board (2021)  
Served as chair of Leadership Giving / St. Stephens school

4. What community topics concern you that relate to this board?

Plans to manage future development and population growth on the Island - balancing inevitable growth with livability and maintaining the unique character of Kiawah

5. Why do you want to become a member of this board or commission?

The Planning Commission's lens on both near term (immediate) and longer range strategic issues is a good fit for my interests and skills, as an opportunity to fully understand

6. Are you currently a member, or have you previously served on a Town of Kiawah Island, Kiawah Island Community Association, or Charleston County board or commission? If so, which one(s), and when did you serve?

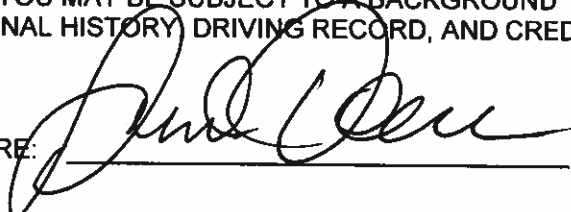
KICA Board, 2021

DO YOU UNDERSTAND THAT, UNLESS OTHERWISE PROVIDED BY LAW, YOU SERVE AT THE PLEASURE OF COUNTY COUNCIL AND ALL APPOINTMENTS ARE SUBJECT TO THE ETHICS, GOVERNMENT ACCOUNTABILITY, AND CAMPAIGN REFORM ACT, S.C. CODE ANN. SECTION 8-13-10 ET SEQ, AND ANY MEMBER APPOINTED TO A BOARD OR COMMISSION WHOSE ACTION IS INCONSISTENT OR MAY BE PERCEIVED TO BE INCONSISTENT WITH THE SPIRIT OR INTENT OF THE ACT MAY BE SUBJECT TO REMOVAL?

BY SIGNING THIS DOCUMENT, YOU ACKNOWLEDGE THAT YOU MAY BE SUBJECT TO A BACKGROUND INVESTIGATION, INCLUDING, BUT NOT LIMITED TO A CRIMINAL HISTORY, DRIVING RECORD, AND CREDIT CHECK.

DATE: October 16, 2024

SIGNATURE: \_\_\_\_\_





**TAB 11**

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# **TOWN COUNCIL**

**Agenda Item**

# 2025 Public Safety Committee

Members are appointed by the Mayor and Town Council and serve for one-year terms.  
Terms expire January 31<sup>st</sup>.

**Russell Berner, Chairman**

286 Masters Court  
Kiawah Island, SC 29455  
(973) 615-7611  
[rberner@kiawahisland.org](mailto:rberner@kiawahisland.org)

*Kiawah Island Community Association*  
23 Beachwalker Drive  
Kiawah Island, SC 29455  
(843) 768-9194  
[@kica.us](mailto:@kica.us)

**Yvonne Johnstone**

*Kiawah Island Golf Resort*  
Kiawah Island, SC 29455  
(864) 480-2509  
[yvonne\\_johnstone@kiawahresort.com](mailto:yvonne_johnstone@kiawahresort.com)

**Nancy Robison**

*Edens – Freshfields Villages*  
165 Village Green Ln, Suite 200  
Kiawah Island, SC 29455  
(843) 206-0023  
[nrobison@edens.com](mailto:nrobison@edens.com)

**Bill Thomae**

112 Governors Drive  
Kiawah Island, SC 29455  
(843) 576-4083  
[william.thomae@yahoo.com](mailto:william.thomae@yahoo.com)

**Steve Rolando**

*Kiawah Island Golf Resort*  
718 Glossy Ibis Lane  
Kiawah Island, SC 29455  
(914) 494-9438  
[stevero002@gmail.com](mailto:stevero002@gmail.com)

**Stanley (Al) Sines**

154 Augusta National Court  
Kiawah Island, SC 29455  
(843) 725-8447  
[sasines@comcasr.net](mailto:sasines@comcasr.net)

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**Staff Director:**

**Craig Harris**

*Public Safety Director*  
4475 Betsy Kerrison Parkway  
Kiawah Island, SC 29455  
(843) 768-9166  
[charris@kiawahisland.org](mailto:charris@kiawahisland.org)

**All Current Members to be Reappointed**



**TAB 12**

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# **TOWN COUNCIL**

**Agenda Item**

# 2025

## SATAX Committee

### STATE ACCOMMODATIONS TAX

*The members serve a one-year term expiring on January 31<sup>st</sup> and are appointed by the Mayor and Town Council*

#### **E. Luke Farrell, Chairman**

**Non-voting Member**

101 Goldeneye Drive  
Kiawah Island, SC 29455  
[lfarrell@kiawahisland.org](mailto:lfarrell@kiawahisland.org)  
Phone (843) 834-7072

#### **David Wohl**

*Arts Council*

157 Governors Drive  
Kiawah Island, SC 29455  
[Dwohl23@gmail.com](mailto:Dwohl23@gmail.com)  
Phone (304) 552-9060

#### **Roger Warren**

*Kiawah Island Golf Resort*  
1 Sanctuary Drive  
Kiawah Island, SC 29455  
[Roger\\_Warren@kiawahresort.com](mailto:Roger_Warren@kiawahresort.com)  
Phone: (843) 768-2121  
Fax: (843) 768-6631

#### **Steven Ellis**

*Akers Ellis Real Estate & Rentals*  
3730 Bohicket Road #5  
Johns Island, SC 29455  
[steven.ellis@akersellis.com](mailto:steven.ellis@akersellis.com)  
Phone (843) -768-9844

#### **Don Semmler**

*Andell Inn*  
300 Farm Lake View Road  
Kiawah Island, SC 29455  
[donald.semmler@gmail.com](mailto:donald.semmler@gmail.com)  
Phone: (843)801-1251

#### **Kelly Sach**

*Property Owner*  
9 Nicklaus Lane  
Kiawah Island, SC 29455  
[kellyrsach@gmail.com](mailto:kellyrsach@gmail.com)  
Phone (425) 922-0103

#### **Jodi Rush**

*Property Owner*  
143 Flyway Drive  
Kiawah Island, SC 29455  
[Jrush25@comcast.net](mailto:Jrush25@comcast.net)  
Phone (703)966-5351

#### **\*Loren Beadle**

*Business Owner*  
58 Blue Heron Pond Road  
Kiawah Island, SC 29455  
[loren.beadle@gmail.com](mailto:loren.beadle@gmail.com)  
Phone: (630) 728-3389

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#### **Staff Director:**

#### **Dorota Szubert, Finance Director**

4475 Betsy Kerrison Park  
Kiawah Island, SC 29455  
Phone: (843) 768-9166  
[dszubert@kiawahisland.org](mailto:dszubert@kiawahisland.org)

**\*New Member to be Appointed**

**All Current Members to be Reappointed**



# Town of Kiawah Island

Application for Appointment

It's important to note that individuals serving on the Town of Kiawah Island Board, Committees, or Commissions are required to be residents or property owners of Kiawah Island.

Type or Print Clearly.

## APPOINTMENT SOUGHT

Please select the Board, Commission, or Committee you are applying for (check all that apply):

- |  |  |  |
|--|--|--|
| <input type="checkbox"/> Arts Council              | <input type="checkbox"/> Construction Board of Appeals | <input checked="" type="checkbox"/> State Accommodations Tax Committee |
| <input type="checkbox"/> Audit Committee           | <input type="checkbox"/> Environmental Committee       | <input type="checkbox"/> Infrastructure & Public Works Committee       |
| <input type="checkbox"/> Board of Zoning & Appeals | <input type="checkbox"/> Planning Commission           |  |
| <input type="checkbox"/> CERT                      | <input type="checkbox"/> Public Safety Committee       |  |

Name Loren Beadle

Address 58 Blue Heron Pond Road Kiawah Island, SC 29455  
Street City and State Zip Code

Current Employment Information:  Retired:

Occupation: Owner/CEO

Employer: Island Sport, LLC

Phone Numbers: (H) 6307283389 (W) 6307283389 (C) 6307283389

Email Address: loren.beadle@gmail.com

- Full time Resident
- Part time Resident
- Non Resident

Kindly respond to the inquiries on the next page to provide the Town Council members with more details about your desire to serve. Your presence at the Council meeting is welcome if your application is under review. You will receive advanced notice of the meeting date and time.

### Options to return completed application:

Email: Please email completed application to Petra Reynolds, Town Clerk: preynolds@kiawahisland.org

or

Return to Town Hall at 4475 Betsy Kerrison Parkway

If you have any questions, please contact Petra Reynolds at 843-768-9166.



# Town of Kiawah Island

## Application for Appointment

Please write legibly. You can add more details if needed. Your input will go to the Town Council for review.

**1. What unique experiences or perspectives would you bring to this role?**

Have been visiting KI for 38+ years. Have owned businesses and property here for 20+ years.

**2. If you are chosen, what particular impact do you want to have through your contributions?**

Help figure out who/what is most deserving of our hard-earned tax dollars!

**3. Briefly describe your participation in community service or activities.**

Owned and managed businesses here (FFV) since 2005.

**4. Which community topic(s) matter to you and align with the board or committee you want to join?**

Help figure out who/what is most deserving of our hard-earned tax dollars!

**5. Are you presently affiliated or have you previously been involved with a TOKI, KICA, or Charleston County Board or Commission? If yes, which one(s) and during with period?**

None.

Unless otherwise provided by law, you serve at the pleasure of Town Council and all appointments are subject to the ethics, government accountability, and campaign reform act, SC Code Ann. Section 8-13-10 Et Seq, and any member appointed to a board or commission whose action is inconsistent or may be perceived to be inconsistent with the spirit or intent of the act may be subject to removal.

By signing this document, you acknowledge that you may be subject to a background investigation, including, but not limited to a criminal history, driving record, and credit check.

Date: **1/29/25**

Signature: **Loren Beadle**