



**SURFSIDE BEACH TOWN COUNCIL
PIER COMMITTEE OF THE WHOLE WORKSHOP MINUTES
JULY 17, 2012 ♦ 6:00 P.M.
TOWN COUNCIL CHAMBERS**

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10 **1. CALL TO ORDER.**

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12 Mayor Samples called the workshop to order at 6:00 p.m. Mayor Samples, Mayor Pro Tempore
13 Mabry, and Councilmembers Dodge, Johnson, Smith and Stevens were in attendance. A quorum was
14 present. Staff present: Interim Administrator Fellner. Also present: Town Clerk Herrmann.

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16 **2. WORKSHOP**

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18 **A. Pier Property Update.**

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20 Ms. Fellner presented a slide show that is available for viewing on the town's website. By May
21 2013, the town pier must have Americans with Disabilities Act (ADA) compliant restrooms; ADA compliant
22 access for ingress/egress; ADA alterations to the existing Pier Outfitters, i.e. special doors and hardware;
23 widening the aisles, and possibly other areas that might be identified by an engineer. Mayor Samples
24 asked those items were included in the mediation agreement. Ms. Fellner said mediation allowed an
25 extension date for completion. Because the pier is public, every portion must comply with ADA
26 standards, which is why Pier Outfitters is included. Mr. Johnson asked if the pier was being considered
27 as a whole. Ms. Fellner said yes, and any grandfathering for public piers expired March 2011; mediation
28 allowed additional time for the town to comply.

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30 **B. Pier Plans: i. Possible Pier Expansion; ii. Past Design and Future Vision.**

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32 The pier is a nonconforming structure. Any change to the footprint requires town review, and also
33 require OCRM (South Carolina Department of Health & Environmental Control Ocean & Coastal
34 Resource Management) permitting.

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36 **C. Current Pier Permits.**

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38 Ms. Fellner said the town has an existing open permit with OCRM to place a terminal structure at
39 the end of the pier that can be amended, which would expedite the process. OCRM staff has indicated to
40 the town that they do not envision any impediments in issuing the permits. The terminal structure would
41 not have to be built out at the end of the pier, unless council desired that construction design. The
42 existing permit can be amended and resubmitted to OCRM to include the desired ADA improvements.
43 There are legislative boundaries; amenity structures may occupy no more than 35-percent of the total
44 surface area of a fishing pier. The pier is 17,382 square feet. The amenity area increase permitted is
45 6,083 square feet. That area excludes restrooms, handicapped access features, and observation decks.
46 Amenity structures may not be constructed at a location further seaward than one-half the length of the
47 fishing pier as measured from the baseline. The pier is 650-feet long; construction would not be
48 permitted on the seaward 330 square feet without a permit from OCRM. The changes in the scope of
49 work that the town is suggesting are all exclusions. Since the restrooms, handicapped access features,
50 and observation decks are exempt in the calculations of amenity square footage, the town would not be
51 detracting from future expansion efforts, and the entire 6,083 square feet should be available for future
52 development at a later date should council choose to expand the pier. The real ADA components are
53 adding a compliant ramp or lift, and accessible bathrooms. The town has Kiwi shades that will be used to
54 provide shading on the deck area. May 2013 is the deadline to meet ADA compliance.
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57 D. Engineering Work & Pier Maintenance Requirements.
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59 Ms. Fellner said council should determine which components should be included and give staff
60 direction as to which engineering firm to engage. Staff's recommendation is DDC Engineers. There is
61 also maintenance to be performed as indentified by Chao & Associates.
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63 Mr. Smith asked whether Pier Outfitters would have to improve its restroom to meet ADA
64 compliance. Ms. Fellner explained that that restroom would be eliminated and its customers would use
65 the general public restrooms.
66

67 Ms. Mabry said Earthworks had prepared the conceptual plans that were viewed during the
68 meeting and asked by staff preferred DDC. Ms. Fellner said DDC helped the town find Chao for the pier
69 structural inspection, and has also recommended other companies when the scope of work was beyond
70 its knowledge and managed the work as a pass-through cost. She saw more successful project
71 completion when DDC was involved on more complex projects, which she believes this would be.
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73 Mr. Johnson said Earthworks was the town engineer at one time; now DDC is.
74

75 Mayor Samples said that a previous town council decided that two engineering firms would be
76 retained. Ms. Fellner said that was correct. Mayor Samples believed that either firm could execute the
77 project satisfactorily. He believed council should concur on the initial scope of work before hiring an
78 engineer. Mayor Samples believe OCRM would easily approve the ADA required work; however, there is
79 no certainty with dealing with OCRM. Ms. Fellner said until the permit is amended and submitted, OCRM
80 will not confirm or approve the permit. The process generally is: (1) hire an engineer, who designs
81 detailed renderings and works through the permitting process with the town; (2) when OCRM approves
82 the permit, the town will be notified by mail. When the projects are ready to begin, a placard will issued to
83 the town that must be displayed on site, and then work can begin. Mr. Smith said the town must accept
84 the letter from OCRM within 30-days.
85

86 Mayor Samples asked if the permit could be amended after the placard is issued. Ms. Fellner
87 believed a request to amend could always be submitted, but it was preferable to begin with the project
88 designed as fully as possible. Mayor Samples was confident approval would be granted for the ADA
89 requirements, but was unsure about the extra space being proposed. Ms. Fellner said since the pier is
90 being expanded, it is permissible by OCRM. The entire scope of should be permitted based on
91 discussions with OCRM. The recommendation to bundle the scope of work is because costs to the town
92 would be reduced. One other consideration for using DDC is the engineering for the area at the Sky
93 Wheel and Boardwalk in Myrtle Beach was done by DDC.
94

95 Mayor Samples asked if council concurred with the proposed ADA improvements and the
96 additional amenities including decking, seating, etc. Mr. Smith noted that property lines and other legal
97 requirements should be met. **COUNCIL CONCURRED.**
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99 Mayor Samples said renderings should be developed as quickly as possible for council to
100 consider so an engineer could be contracted to prepare detailed drawings. He would like some of the
101 work completed prior to next season. Mr. Smith asked whether a cost estimate could be provided. Mayor
102 Samples said the renderings should include the three components, i.e., ramp, restrooms, and expanded
103 pier deck. Mr. Stevens believed bids should be let between the two engineering companies. Mayor
104 Samples said both firms are designated town engineers. He reiterated that either firm would be able to
105 perform the work and asked for comments.
106

107 Mr. Smith preferred DDC, because of its experience in this type structure.
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109 Ms. Dodge said Steve Strickland's company, Earthworks, had always done good work for the
110 town. She had no problem using Earthworks, but would like to have an idea of costs if two firms were
111 going to be used. Ms. Fellner said both firms could be asked to submit estimates.

112
113 Mayor Samples asked that each firm prepare renderings as soon as possible and present them to
114 town council. **COUNCIL CONCURRED.**
115

116 **PUBLIC COMMENTS.**
117

118 Mr. Ron Saunders, 6th Avenue South, asked how the proposed ramp would meet ADA
119 requirements if the ramp was already at elevation. Mayor Samples said he and Mr. Adair walked the site.
120 The ADA requirement is 36-inches wide for a ramp, and a switch-back will accommodate the incline. The
121 air conditioning units might have to be relocated. Mr. Smith said the ramp entrance was at the higher
122 end. Mayor Samples said ADA compliance is necessary, but the project should be aesthetically pleasing.
123 The existing ramp might be modified, which would create more area for parking.
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125 **3. ADJOURNMENT.**
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127 Mr. Smith moved to adjourn at 6:34 p.m. Ms. Mabry seconded. All voted in favor. **MOTION**
128 **CARRIED.**
129

130 Respectfully submitted, 11
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134 Debra E. Herrmann, CMC, Town Clerk

135 Approved: August 14, 2012
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139 Douglas F. Samples, Mayor

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142 Marv Beth Mabry, Mayor Pro Tempore

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142 Ann Dodge, Town Council

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145 Mark L. Johnson, Town Council

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145 Roderick E. Smith, Town Council

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148 Randle M. Stevens, Town Council

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148 Vacant Seat

149 Clerk's Note: This document constitutes minutes of the meeting, which was audio taped. This meeting was transcribed by Town Clerk Herrmann. In
150 accordance with FOIA, meeting notice and the agenda were distributed to local media and interested parties. A complete list is on file in the clerk's
151 office. The agenda was posted on bulletin boards outside Council Chambers and in the Town Hall reception area. Meeting notice was also posted on
152 the Town marquee. When (**) is used a section of the transcription is inaudible. When used, staff members' given names are replaced with surnames.
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