



CITY COUNCIL MEETING
BACK-UP MATERIALS
FOR
JUNE 15, 2020



TO: Mayor and City Council

FROM: Rachelle Moody, Interim City Administrator

DATE: June 12, 2020

SUBJECT: Regular City Council Meeting of June 15, 2020

REGULAR COUNCIL MEETING

ITEM 5. PERSONNEL: Sergeant Linda H. Oliphant - Retirement- Recognition of 40 Years of Service to the City of North Augusta

May 31, 1980 – May 29, 2020

After graduating for the University of South Carolina with a Bachelor's degree, she came to North Augusta to begin her service to the community on May 31, 1980. She was promoted to Sergeant in May of 1987. Linda has been a Sergeant in Training and Crime Prevention assigned to Headquarters for the past 33 years.

This is in recognition of 40 years of dedicated service to the citizens of North Augusta and to the men and women of the North Augusta Public Safety Department.

You serve as an example in the Public Safety Profession for others to follow. You will be missed by all that you have influenced during your long and outstanding career.

UNFINISHED BUSINESS

ITEM 6. ENGINEERING AND PUBLIC WORKS: Resolution No. 2020-18 – Authorizing the Temporary Use by Superior Construction Company of ±1.0 Acres of Land Owned by the City of North Augusta for a Construction Laydown and Staging Yard Adjacent to the 5th Street Bridge

A. Remove from Table

A resolution to authorize the temporary use by Superior Construction Company of ±1.0 acres of land owned by the City of North Augusta for a construction laydown and staging yard adjacent to the 5th Street Bridge was tabled unanimously by Council at the June 1, 2020 regular Council Meeting. A motion to remove the item from the table is required for further consideration.

B. Resolution

If Council's agrees to remove the resolution from the table, a revised resolution has been prepared for Council's consideration to authorize the temporary use by Superior Construction Company of ±1.0 acres of land owned by the City of North Augusta for a construction laydown and staging yard adjacent to the 5th Street Bridge.

Please see ATTACHMENT #6 for a copy of the resolution and supporting documents.

NEW BUSINESS

ITEM 7. PERMIT: Resolution No. 2020-23 – To Authorize the Issuing of a Permit to Brandy Mitchell for a Marching Protest on Georgia Avenue and Demonstration at Calhoun Park on June 20, 2020

A resolution has been prepared for Council's consideration to authorize the issuing of a permit to Brandy Mitchell for a marching protest on Georgia Avenue and demonstration at Calhoun Park on June 20, 2020.

Please see ATTACHMENT #7 for a copy of the resolution and application.

ITEM 8. PLANNING AND DEVELOPMENT: Planning Commission Recommendation Memorandum # 20-016 and Project Staff Report: RZM20-001 Capers Lake Overlook; Receipt of Information by Council

On May 21, 2020, the Planning Commission reviewed application RZM20-001, Capers Lake Overlook. The application proposed the rezoning of ±88.2 acres of land off Capers Drive and Gregory Lake Road from R-14, Large Lot, Single-Family Residential to R-7, Small Lot, Single-Family Residential. The Planning Commission did not recommend approval. The motion failed with one yes, one abstention and four votes no.

Please see ATTACHMENT #8 for Memo # 20-016 and a copy of the staff report.

ITEM 9. ZONING: Ordinance No. 2020-16 – To Amend the Zoning Map of the City of North Augusta, South Carolina by Rezoning ±88.2 Acres of Land Owned by Carolyn Baggott, et al, Edgefield County Tax Parcel #106-00-00-022, from R-14, Large Lot, Single-Family Residential, to R-7, Small Lot, Single-Family Residential

An ordinance has been prepared for Council's consideration on first reading to amend the zoning map of the City of North Augusta, South Carolina by rezoning ±88.2 acres of land owned by Carolyn Baggott, et al, Edgefield County Tax Parcel #106-00-00-022, from R-14, Large Lot, Single-Family Residential, to R-7, Small Lot, Single-Family Residential.

Please see ATTACHMENT #9 for a copy of the proposed ordinance.

ITEM 10. PLANNING AND DEVELOPMENT: Resolution No. 2020-24 – Authorizing the City of North Augusta to Enter into a Professional Planning Services Contract with Orion Planning + Design, LLC to Perform Planning Services related to the North Augusta Development Code Evaluation and Re-Write

A resolution has been prepared for Council's consideration to authorize the City of North Augusta to enter into a professional planning services contract with Orion Planning + Design, LLC to perform planning services related to the North Augusta Development Code evaluation and re-write.

Please see ATTACHMENT #10 for a copy of the proposed resolution and agreement.

ITEM 11. PUBLIC SAFETY: Resolution No. 2020-25 – To authorize the City to Enter into an Agreement Establishing a Procedure for Compensating the Belvedere Fire District when Annexations by the City Reduces the Belvedere Fire District Service Territory

A resolution has been prepared for Council's consideration to authorize the City to enter into an agreement establishing a procedure for compensating the Belvedere Fire District when annexations by the City reduces the Belvedere Fire District Service Territory.

Please see ATTACHMENT #11 for a copy of the proposed resolution and Exhibit A.

ITEM 12. PLANNING AND DEVELOPMENT: Resolution No. 2020-26 – Authorizing the City Administrator to Provide a Revised Letter of Support for the Planning and Development Department's Transportation Alternative Program Application to the South Carolina Department of Transportation for Expansion of the Knobcone Avenue Sidewalk

A resolution has been prepared for Council's consideration to authorize the City Administrator to provide a revised letter of support for the Planning and Development Department's Transportation Alternative Program application to the South Carolina Department of Transportation for expansion of the Knobcone Avenue sidewalk.

Please see ATTACHMENT #12 for a copy of the proposed resolution and letter of support.

ITEM 13. PLANNING AND DEVELOPMENT: Resolution No. 2020-27 – Authorizing the City Administrator to Provide a Letter of Support for the Planning and Development Department's Transportation Alternative Program Application to the South Carolina Department of Transportation for Extension of the Greenway to Mayfield Drive

A resolution has been prepared for Council's consideration to authorize the City Administrator to provide a letter of support for the Planning and Development Department's Transportation Alternative Program application to the South Carolina Department of Transportation of extension of the Greenway to Mayfield Drive.

Please see ATTACHMENT #13 for a copy of the proposed resolution and letter of support.

ITEM 14. ADMINISTRATIVE REPORTS

ITEM 15. PRESENTATIONS/COMMUNICATIONS/RECOGNITION OF VISITORS

A. Citizen Comments: At this time, citizens may speak to Mayor and City Council regarding matters not listed on the agenda.

B. Council Comments:

ITEM 16. ADJOURNMENT

ATTACHMENT #6

RESOLUTION NO. 2020-18
AUTHORIZING THE TEMPORARY USE BY SUPERIOR CONSTRUCTION
COMPANY OF ±1.0 ACRES OF LAND OWNED BY THE CITY OF NORTH
AUGUSTA FOR A CONSTRUCTION LAYDOWN AND STAGING YARD ADJACENT
TO THE 5TH STREET BRIDGE

WHEREAS, the City of Augusta is preparing to perform structural and architectural rehabilitation of the 5th Street Bridge; and

WHEREAS, Parcel 008-08-02-001, as shown on the attached Exhibit A, is adjacent to the 5th Street Bridge, contains ±4.27 acres and is owned by the City of North Augusta; and

WHEREAS, Superior Construction Company, a project contractor, has requested temporary use of ± 1.0 acre portion of parcel 008-08-02-001 as a construction laydown and staging yard during the life of the construction project, as outlined in the attached Exhibit B.

NOW, THEREFORE, BE IT RESOLVED, by the Mayor and City Council for the City of North Augusta in meeting duly assembled and by the authority thereof that:

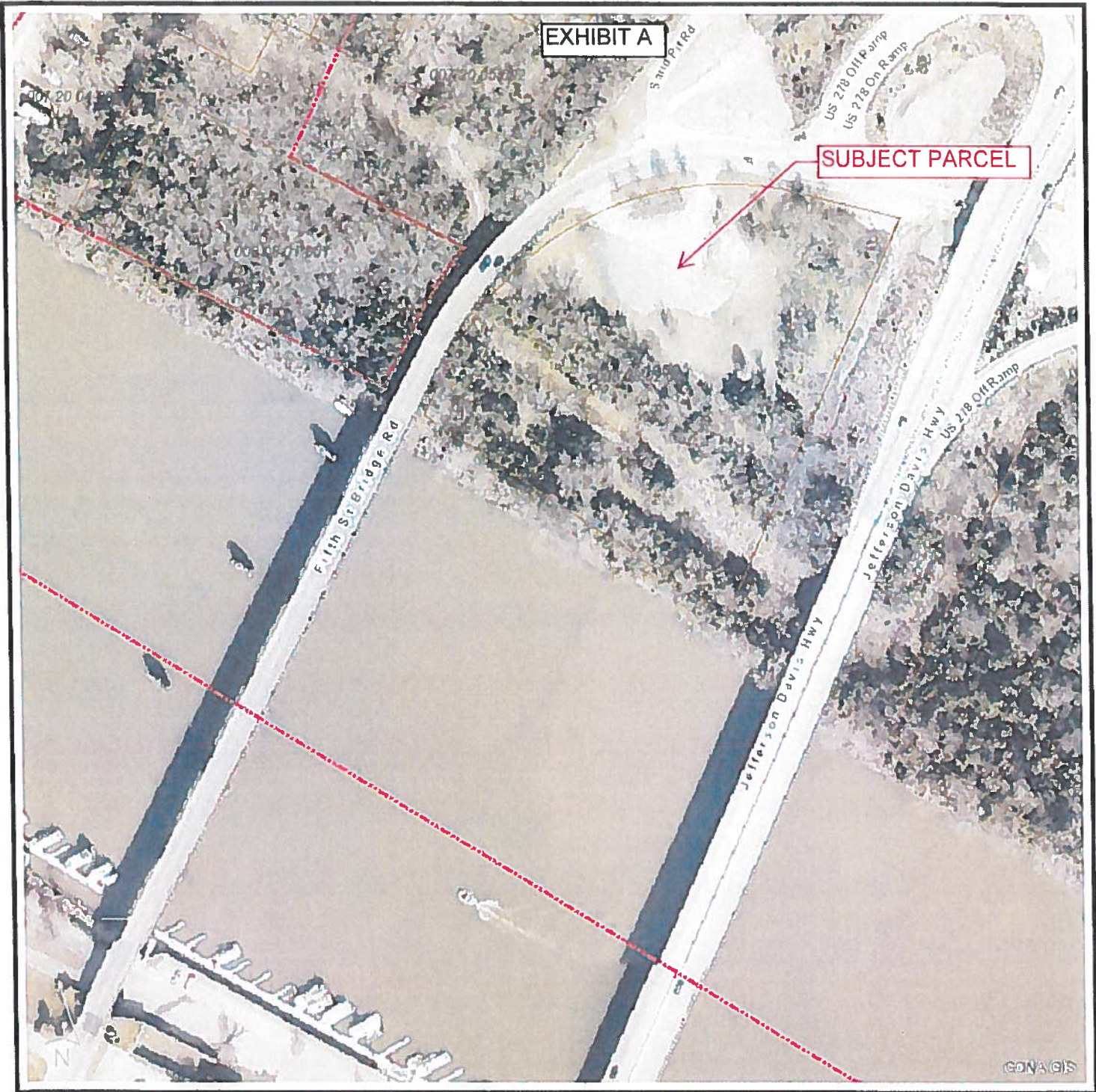
- I. The City of North Augusta agrees to permit Superior Construction Company the temporary use of the property as shown in Exhibit B, subject to the following conditions:
 1. Superior Construction Company agrees to compensate the City of North Augusta \$500 per month for use of its property; and
 2. Superior Construction Company agrees to provide adequate insurance coverage on the property and to hold the City of North Augusta harmless from any and all liability claims; and
 3. Superior Construction Company agrees that no clearing or grading of the site shall occur; and
 4. Superior Construction Company agrees to apply for and obtain a Stormwater Management Permit from the City's Stormwater Management Department and to install appropriate sediment and erosion control features to protect the property during its use; and
 5. Superior Construction Company agrees to install temporary fencing to limit public access to the property for the duration of use. Fencing along the road frontage shall be affixed with screen fabric; and

6. Following completion of the project, anticipated to be December 2021, but no later than March 30, 2022 without express written extension by the City, Superior Construction Company agrees to:
 - a) Clear the property of all construction related materials and equipment;
 - b) Re-grass any disturbed ground;
 - c) Clean the property of materials potentially damaging to the environment; and
 - d) Contract with a professional independent third party to perform an environmental assessment to certify that the property is environmentally clean.
6. The City of North Augusta shall reserve the right to terminate this agreement at any time, without cause. Superior Construction Company shall, within 60 days of receipt of such Notice of Termination, vacate the premises in accordance with #5 above.
- II. The City of North Augusta shall record all compensation received from Superior Construction Company in the Capital Projects Fund designated for future property maintenance and/or enhancements for Parcel 008-08-02-001.
- III. The Interim City Administrator is hereby authorized to negotiate and execute an agreement with Superior Construction Company for the use of Parcel 008-08-02-001 as a lay down yard per the requirements listed herein.

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS _____ DAY OF _____, 2020.

Robert A. Pettit, Mayor

Sharon Lamar, City Clerk



PARCEL 008-08-02-001



Note: The City of North Augusta makes every effort possible to produce the most accurate information. The layers contained in the map service are for information purposes only. The City of North Augusta makes no warranty, express or implied, nor any guaranty as to the content, sequence, accuracy, timeliness or completeness of any of the information provided. The City explicitly disclaims all representations and warranties. The reader agrees to hold harmless the City of North Augusta for any cause of action and costs associated with any causes of action which may arise as a consequence of the City providing this information.

Author: North Augusta SC
Date: 5/26/2020

EXHIBIT B

Telephone: (904) 292-4240

Fax: (904) 292-2682

Superior Construction Company

General Contractors
7072 Business Park Boulevard
Jacksonville, Florida 32256-2749

Dear Ms. Moody,

Superior Construction Company would like to formally request permission to utilize parcel 008-08-02-001 as a construction laydown yard for the upcoming 5th Street Bridge Rehabilitation for the duration of the project. Superior Construction proposes to use the 4.27-acre property as is and would return the property in equivalent condition. The site would be used for delivery and storage of equipment and materials and for employee parking. Safety measures, such as temporary fencing, will be taken to limit public access to the property for the duration of use. We do not intend to have a construction office onsite and will not need utility services. All construction material and debris will be removed from the site and the site returned to previous condition upon completion of the project.

If you have any questions or concerns, please contact me at 904-402-1207.

Respectfully,

Justin Terrell
Field Engineer



ATTACHMENT #7

RESOLUTION NO. 2020-23
TO AUTHORIZE THE ISSUING OF A PERMIT TO
BRANDY MITCHELL FOR A MARCHING PROTEST ON GEORGIA AVENUE AND
DEMONSTRATION AT CALHOUN PARK ON JUNE 20, 2020

WHEREAS, Brandy Mitchell applied for a Demonstrations and Parades Permit to have a protest/demonstration to support the Black Lives Matter movement; and

WHEREAS, the demonstration will include speakers, recognition of community organizers and voter registration; and

WHEREAS, the event will begin at the Municipal Center parking lot at 100 Georgia Avenue then proceed to the Meriwether Monument at Calhoun Park, 100 W. Forest Avenue; and

WHEREAS, the event will begin at 5:00 PM; and

WHEREAS, the businesses along Georgia Avenue have been/will be made aware of the event; and

WHEREAS, the group desires to walk on one side of Georgia Avenue; and

WHEREAS, the Mayor and City Council have reviewed the request and find that the permit applied for is based upon a Constitutionally protected First Amendment Right, and at the time requested is not unreasonably detrimental to the health, safety, welfare or convenience of the residents of the City or other parties; and

WHEREAS, such request has been timely made and complies with the Code of Ordinances for the City of North Augusta.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of North Augusta, South Carolina, in meeting duly assembled and by the authority thereof, that the request for a permit is approved as follows:

1. Time: Approx. 5:00 PM
2. Date: Saturday, June 20, 2020
3. Location: Municipal Center, 100 Georgia Avenue to the Meriwether Monument at Calhoun Park, 100 W. Forest Avenue
4. Special Conditions: Public Safety must be involved to safely block/detour traffic.
5. Bond not required

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY
COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS
_____ DAY OF JUNE, 2020.

ROBERT A. PETTIT, MAYOR

ATTEST:

SHARON LAMAR, CITY CLERK



DEMONSTRATIONS & PARADES PERMIT APPLICATION

North Augusta Code of Ordinances- Division 2: Section 16-102 Any person or group of persons desiring to promote, organize, direct or lead any parade or demonstration upon the sidewalks, streets, thoroughfares or other public ways or places of the city shall, at least fifteen (15) days prior to the date of any such parade or demonstration, file an application with the city clerk requesting a permit of conduct, promote, engage in such parade of demonstration.

DATE: June 20, 2020

TIME: 5:00 pm

LOCATION: Start: Municipal Building
Finish: Merriweather monument

ACTIVITY: (Please include whether the parade or demonstration is to be conducted on foot or with animals or vehicles, or any combination thereof, and give the number of each.)

Marching protest + small demonstration

We desire to walk to GA Avenue (one side) from the municipal building to Merriweather. Small demonstration by the monument w/ speakers.

CONTACT PERSON: (This person shall be in charge of such parade or demonstration, and shall be responsible for the conduct thereof and of the compliance with all applicable provisions of state law, the Municipal Code and other ordinances by participants in such parade or demonstration.)

NAME: Brandy Mitchell

ADDRESS: 96 Leign Place Dr.
North Augusta, SC 29841

PHONE: 803 522 9228

EMAIL: mrsbrandymitchell@gmail.com

R

Sharon Lamar

Signature of Applicant

Signature of City Clerk

6/8/2020

6-8-2020

Date Submitted

Date Received

North Augusta Code of Ordinances- Division 2: Section 16-103 Council shall within ten (10) days after the filing of the application with the city clerk, consider it and take action thereon.

Lamar, Sharon

From: Brandy Mitchell <mrsbrandymitchell@gmail.com>
Sent: Monday, June 08, 2020 2:41 PM
To: Lamar, Sharon
Subject: Black Lives Matter Unity Protest

Hello Council Members,

My name is Brandy Mitchell, and I am filing for a permit to have a protest/demonstration to support the Black Lives Matter movement. It is no secret that people all over the nation are demonstrating and we wish to support this movement as citizens of North Augusta.

How We Wish To Demonstrate:

We would like to march from the municipal building (due to parking) and walk up Georgia Ave. The protesters will walk on the left two lanes...so traffic will not be impeded on the right. Traffic can also be diverted to West Ave. We will end our protest at the Merriweather Monument where we will have a demonstration. This includes speakers, recognition of community organizers, and voter registration.

Housekeeping Notes:

- Our demonstration will be peaceful. We will encourage this and we will not tolerate destruction of businesses and other public property. The CSRA has protested peacefully and without incident and we will continue that trend.
- Businesses along Georgia Ave. will be notified that a demonstration will be taking place.
- You are invited to come and participate in our demonstration. Our police chief is invited as well.

Thank you for your time and please let me know if you have any questions. See you guys Monday for the vote.

--

Sincerely,

Brandy D. Mitchell
803.522.9228

**Department of Planning
And Development**



Memorandum # 20-016

To: Rachelle Moody, Interim City Administrator

From: Libby Hodges, Director

Subject: Capers Lake Overlook, RZM20-001

Date: June 8, 2020

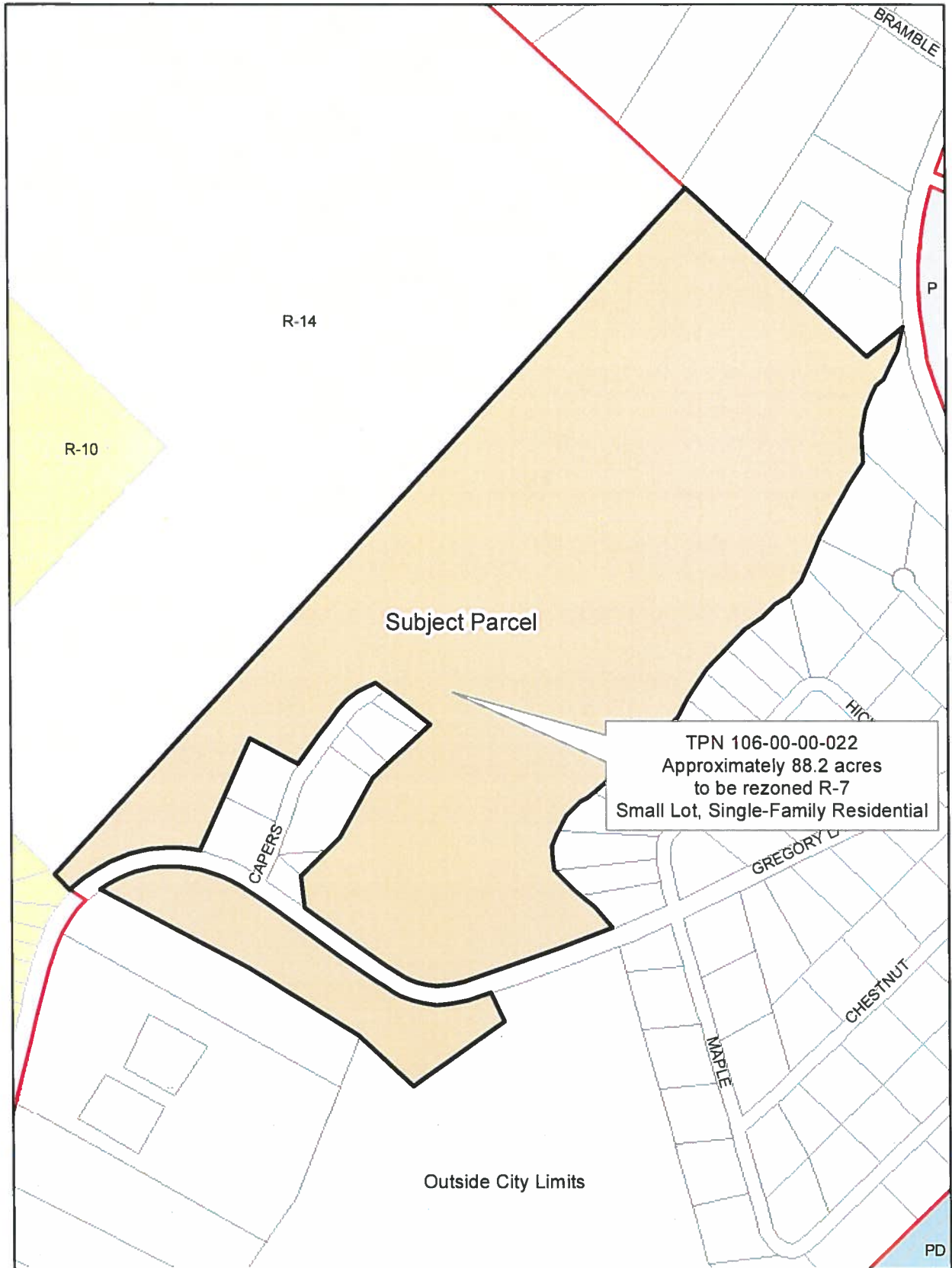
At the May 21, 2020, Planning Commission meeting, the Planning Commission reviewed application RZM20-001, Capers Lake Overlook. The Commission did not recommend approval, as the motion failed with one yes, one abstention and four votes no.

The staff report, related maps and a draft ordinance are attached for reference.

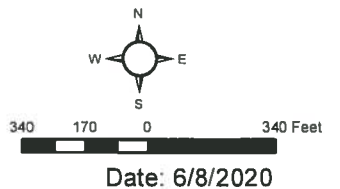
Attached you will find copy of the staff report and attachments for the Caper's Lake Overlook rezoning case recently heard by the Planning Commission. The Planning Commission did not recommend rezoning the property to R-7, Medium Density Residential.

The request is being forwarded for consideration at the next available City Council meeting. Please contact me with any questions.

EXHIBIT A



Application RZM20-001
Tax Parcel Number 106-00-00-022
A request to rezone approximately 88.2 acres
from R-14, Large Lot, Single-Family Residential
to R-7, Small Lot, Single-Family Residential





100 Georgia Avenue
North Augusta, SC
29841-3843

Post Office Box 6400
North Augusta, SC
29861-6400

City of North Augusta

May 4, 2020

RE: Proposed rezoning of ± 88.2 acres of land located off Capers Dr. and Gregory Lake Rd., Tax Parcel Number 106-00-00-022 from R-14, Large Lot, Single-Family Residential to R-7, Small Lot, Single-Family Residential.

Please note: Your property is not included in the rezoning application. You are receiving this notice only because you own property within the notification area of the proposed project.

Dear North Augusta Property Owner:

Metro Homesites, LLC has made a request to rezone ±88.2 acres of land located off Capers Dr. and Gregory Lake Rd. Tax Parcel Number 106-00-00-022 from R-14, Large Lot, Single-Family Residential to R-7, Small Lot, Single-Family Residential.

The North Augusta Planning Commission will hold a public hearing to consider the rezoning application at 7pm, on Thursday, May 21, 2020, via teleconference. Comments will be collected via email at planning@northaugusta.net or voicemail at 803-441-4221 until noon on Thursday, May 21, 2020. Documents related to the application will be available after May 14, 2020 at <https://www.northaugusta.net/government/city-departments/planning-development/planning-commission>. Following the public hearing, the Planning Commission will prepare a recommendation for City Council consideration and action.

Please check www.northaugusta.net for updates regarding the ongoing public health crisis and procedural changes.

A map of the project area is enclosed, along with a copy of the public hearing notice that will be published in *The North Augusta Star* on May 6, 2020. If you have any questions about this application or need additional information, please contact the Department of Planning and Development at 803-441-4221.

Sincerely,

Libby Hodges, AICP
Director of Planning and Development

Administration
Office 803-441-4202
Fax 803-441-4203

Planning & Development
Office 803-441-4221
Fax 803-441-4212

Engineering & Public Works
Office 803-441-4223
Fax 803-441-4208

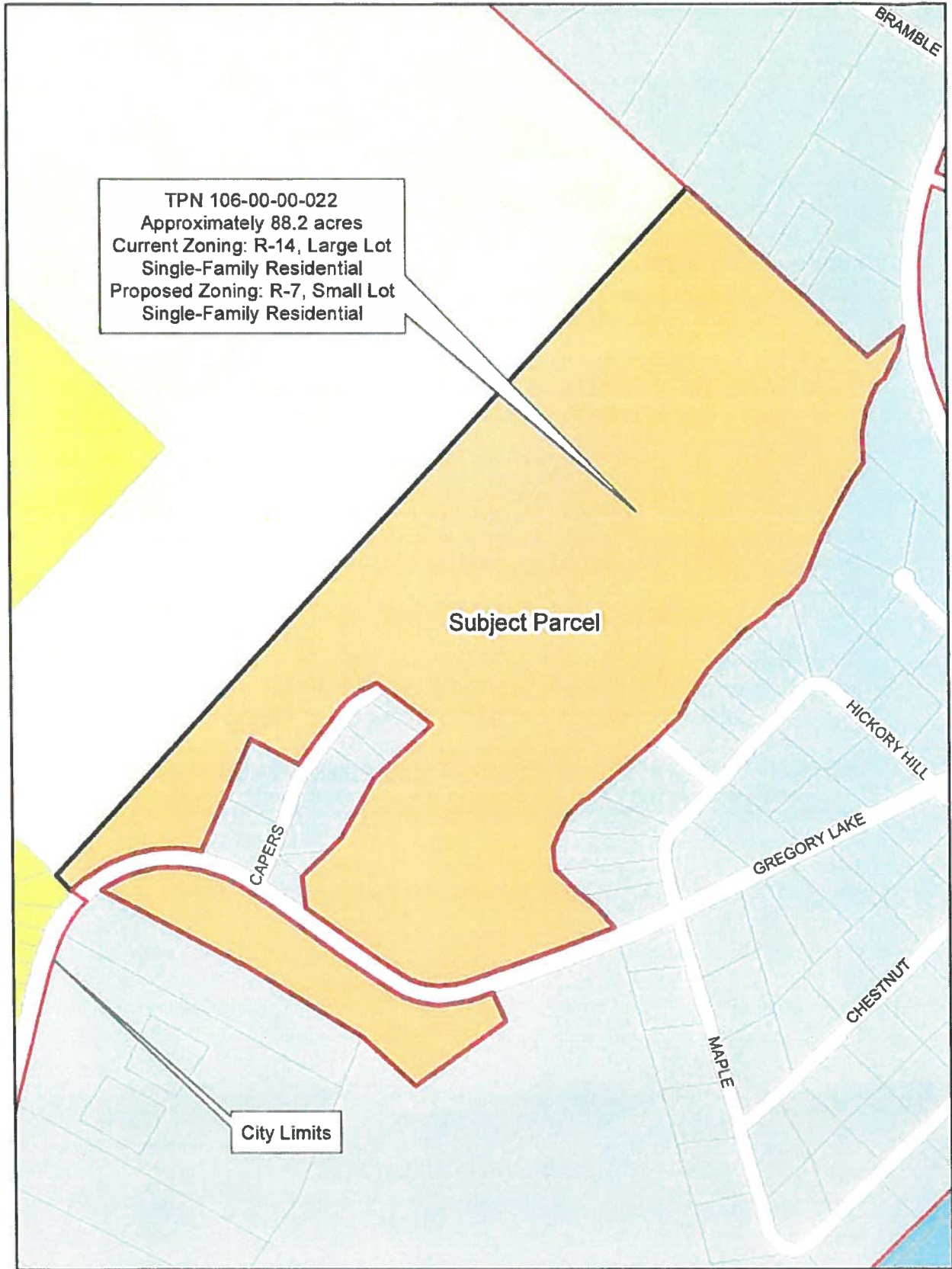
Building Standards
Office 803-441-4227
Fax 803-441-4132

Finance
Office 803-441-4215
Fax 803-441-4189

Parks, Recreation
& Tourism
Office 803-441-4300
Fax 803-441-4319

Human Resources
Office 803-441-4205
Fax 803-441-3921

Public Utilities
Office 803-441-4240
Fax 803-441-4243



City of
North Augusta, South Carolina
Planning Commission

PUBLIC HEARING NOTICE

The North Augusta Planning Commission will hold a public hearing at its regular monthly meeting beginning at 7:00 PM on Thursday, May 21, 2020 via teleconference, to receive public input on the following application:

RZM20-001 – A request by Metro Homesites, LLC to rezone ±88.2 acres, located at Capers Drive and Gregory Lake Road, Tax Parcel Number 106-00-00-022 from R-14, Large Lot, Single-Family Residential to R-7, Small Lot, Single-Family Residential.

Citizens and Property Owners interested in expressing a view on the request are encouraged to submit comments. Comments will be collected via email at planning@northaugusta.net or voicemail at 803-441-4221 until noon on Thursday, May 21, 2020. Documents related to the application will be available after May 14, 2020 at <https://www.northaugusta.net/government/city-departments/planning-development/planning-commission>.

Citizen Assistance:

Individuals needing special assistance or a sign interpreter to participate in the meeting are asked to please notify the Department of Planning and Development at 803-441-4221 at least 48 hours prior to the meeting.

COVID-19 Procedure Changes: Please visit www.northaugusta.net for updates on processes and procedures related to city services and hearings.

Application for Development Approval

Please type or print all information



Staff Use	
Application Number _____	Date Received _____
Review Fee _____	Date Paid _____

1. Project Name Capers Lake Overlook
Project Address/Location Gregory Lake Road - Edgefield County
Total Project Acreage 88.2 Current Zoning R-14
Tax Parcel Number(s) 106-00-00-022

2. Applicant/Owner Name Metro Homesites, LLC Applicant Phone 706-951-6400
Mailing Address 924 Stevens Creek Road
City Martinez ST GA Zip 30907 Email mgilliam@buildkeystone.com

3. Is there a Designated Agent for this project? Yes No
If Yes, attach a notarized Designation of Agent form. (required if Applicant is not property owner)

4. Engineer/Architect/Surveyor Philip Green, PE License No. 20074
Firm Name Southern Partners, Inc Firm Phone 706-855-6000
Firm Mailing Address 1233 Augusta West Pkwy
City Augusta ST GA Zip 30909 Email pgreen@southernpartners.net
Signature *Philip Green* Date 4-21-2020

5. Is there any recorded restricted covenant or other private agreement that is contrary to, conflicts with or prohibits the use or activity on the property that is the subject of the application?
(Check one.) yes no

6. In accordance with Section 5.1.2.3 of the North Augusta Development Code, I hereby request the City of North Augusta review the attached project plans. The documents required by the City of North Augusta, as outlined in Appendix B of the North Augusta Development Code, are attached for the City's review for completeness. The applicant acknowledges that all required documents must be correct and complete to initiate the compliance review process.

7. *Mark Gilliam for Metro Homesites LLC* 4-21-20
Applicant or Designated Agent Signature Date
Mark Gilliam for Metro Homesites LLC
Print Applicant or Agent Name

Certificate of Zoning Compliance
 §§5.2.3, B.2.1, North Augusta Development Code



CHECK ONE

Home Occupation New Business Relocation Ownership Change

PLEASE PRINT ALL REQUESTED INFORMATION.

CZC # _____

Business Name Metro Homesites, LLC

Business Address/Zip 924 Stevens Creek Road

Business Owner Name Mark Gilliam Contact Phone 706-951-6400

Business Owner Address/Zip 924 Stevens Creek Road / Martinez, GA / 30907

Owner Email _____

Describe the proposed business, including products/services to be provided Townhome development

Number of employees including yourself N/A Number of off-street parking spaces on-site 2

Is there any recorded restricted covenant or other private agreement that is contrary to, conflicts with or prohibits the use or activity on the property that is the subject of the application? yes no

Mark Gilliam for Metro Homesites LLC Manager
 Signature _____ Title _____

Mark Gilliam for Metro Homesites LLC 4-21-20
 Print Name _____ Date _____

NOTE

1. A Certificate of Zoning Compliance is not an approval for occupancy.
2. A new business, a home occupation, or a business that is relocating or changing owners may need one or more additional approvals before a business license can be issued. Additional approvals may include Site Plan Approval, Conditional Use Permit, Building Permit and/or Certificate of Occupancy.
3. Approved home occupations must comply with the City's Home Occupation Regulations.
4. Site modifications, including grading, parking, lighting, landscaping, etc., will require site plan approval.
5. Building modifications, including electrical, mechanical, plumbing, new walls, demolition, etc., will require a building permit.
6. A separate zoning review is required for all proposed wall and/or exterior signs.

PLEASE CHECK WITH THE CITY BEFORE BEGINNING ANY SITE, BUILDING OR SIGN WORK.

(OFFICE USE ONLY)

Property tax parcel number _____ Current zoning _____

Use Matrix reference _____ NAICS reference _____

<u>Additional Requirements:</u>	<u>Required?</u>	<u>Contact</u>
Site Plan Approval	_____ yes	Planning & Development 803-441-4221 (2 nd floor)
Building Permit	_____ yes	Building Standards 803-441-4223 or 803-441-4227 (1 st floor)
Certificate of Occupancy	_____ yes	Building Standards 803-441-4223 or 803-441-4227 (1 st floor)
Business License	_____ yes	Finance 803-441-4214 (1 st floor)

Approved By _____ Initials _____ Date _____
 (Print)

Return to: Department of Planning and Development, 100 Georgia Avenue, 2nd floor
 Phone: 803-441-4221 Mail: P.O. Box 6400, North Augusta, SC 29861 Fax: 803-441-4232

Designation of Agent

Please type or print all information



This form is required if the property owner is not the applicant.

Staff Use Only	
Application Number _____	Date Received _____

1. Project Name Capers Lake Overlook

Project Address/Location Gregory Lake Road - Edgefield County

Project Parcel Number(s) 106-00-00-022

2. Property Owner Name Carolyn Baggott, et al Owner Phone _____

Mailing Address 1816 Mountside Dr

City North Augusta ST SC Zip 29841 Email _____

3. Designated Agent Mark Gilliam

Relationship to Owner Developer

Firm Name Metro Homesites, LLC Phone 706-951-6400

Agent's Mailing Address 924 Stevens Creek Road

City Martinez ST GA Zip 30907 Email mgilliam@buildkeystone.com

Agent's Signature [Signature] Date 4-21-2020

4. I hereby designate the above-named person (Line 3) to serve as my agent and represent me in the referenced application.

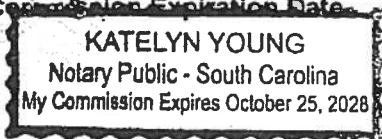
[Signature]
Owner Signature

4/21/2020
Date

5. Sworn and subscribed to before me on this 21 day of April, 2020.

[Signature]
Notary Public

October 25, 2028
Commission Expiration Date





SOUTHERN PARTNERS, INC.

Engineering • Planning • Surveying

1233 Augusta West Parkway
Augusta, Georgia 30909

Phone: (706) 855-6000 Fax: (706) 869-9847
engineering@southernpartners.net

April 24, 2020

Ms. Libby Hodges, Director
Department of Planning and Economic Development
100 Georgia Avenue
North Augusta, SC 29841

RE: Capers Lake Overlook

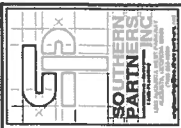
Dear Ms. Hodges:

On behalf of my client, I am requesting a rezoning of the property from the existing R-14 to R-7 (Small Lot Single-Family Residential). This rezoning is needed to provide the necessary zoning for the proposed subdivision of property and townhome development on the property. The proposed development on the R-7 zoning will be townhome lots. We believe that this use fits within the surrounding area and will be an asset to the City of North Augusta. This development would provide affordable housing opportunity for residents of North Augusta.

If you need additional information or have any questions, please call.

Sincerely,

Philip Green, PE



SOUTHERN PARTNERS
PARTNERS INC.
 10000 W. CENTRAL EXPRESSWAY, SUITE 100
 DALLAS, TEXAS 75243
 (214) 416-1000

CAPERS LAKE OVERLOOK

PROJECT LOCATED WITHIN CITY OF KENNESAW, GEORGIA COUNTY, SOUTH CAROLINA

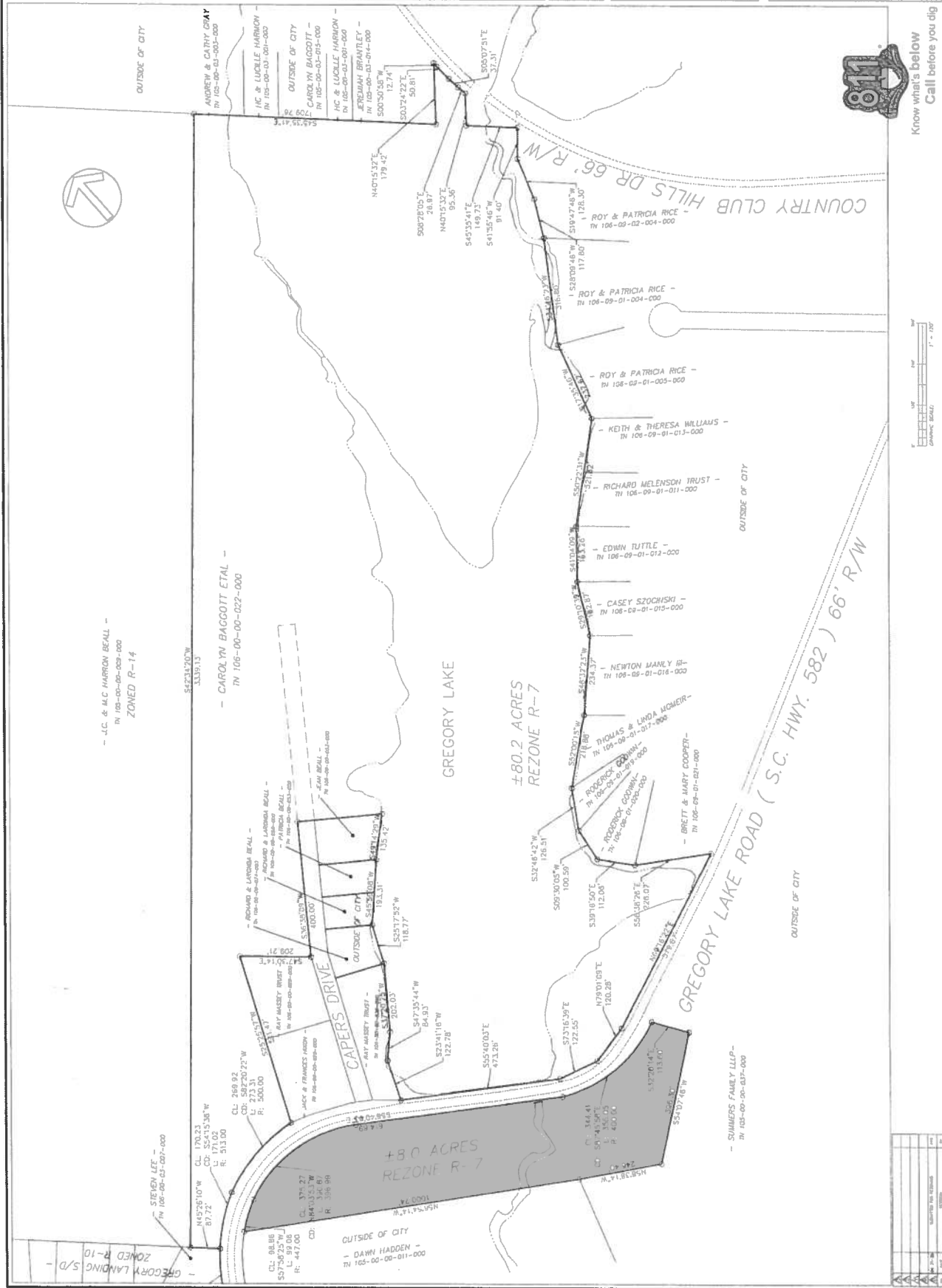
METRO PLANNERS, LLC
 10000 W. CENTRAL EXPRESSWAY, SUITE 100
 DALLAS, TEXAS 75243
 (214) 416-1000

PROJECT DATA

DATE ISSUED	07/11
PROJECT NUMBER	07-11
PROJECT NAME	07-11
PROJECT LOCATION	07-11
PROJECT STATUS	07-11
PROJECT OWNER	07-11
PROJECT CONTACT	07-11

SHEET INDEX

SHEET NO.	1
TOTAL SHEETS	1



Know what's below
 Call before you dig



DATE	
BY	
CHECKED	
APPROVED	

Project Staff Report

RZM20-001 Capers Lake Overlook

Prepared by: Kuleigh Baker

Meeting Date: May 21, 2020

SECTION 1: PROJECT SUMMARY

Project Name	Capers Lake Overlook
Applicant	Metro Homesites, LLC
Address/Location	Capers Drive at Gregory Lake Road
Parcel Number	106-00-00-022
Total Development Size	± 88.2 acres
Existing Zoning	R-14, Large Lot, Single-Family Residential
Overlay	NA
Traffic Impact Tier	Tier 3
Proposed Use	Townhouse Subdivision
Proposed Zoning	R-7, Small Lot, Single-Family Residential
Future Land Use	Outside Map Area

SECTION 2: PLANNING COMMISSION CONSIDERATION

Section 5.3 of the North Augusta Development Code (NADC) provides uniform procedures for processing changes to the Official Zoning Map.

The Planning Commission must use the criteria established in NADC Section 5.3.6 to evaluate each application. These criteria are further analyzed in Section 6 of this report, but are as follows per NADC Section 5.3.6.1-10:

- 1) The size of the tract(s) in question.
- 2) Whether the proposal conforms with and furthers the goals of the Comprehensive Plan, other adopted plans, and the goals, objectives, and policies of this Chapter. Specifically, the Planning Commission shall consider the goals stated in §1.2.
- 3) The relationship of the uses envisioned under the new zoning and the uses currently present in adjacent tracts. In particular, the Planning Commission shall consider whether:
 - a) The proposed rezoning is compatible with the surrounding area;
 - b) There will be any adverse effects on the capacity or safety of the portion of street network influenced by the rezoning;
 - c) There will be any adverse effects on existing or planned public utility services in the area;

- d) Parking problems; or
 - e) Environmental impacts that the new use will generate such as excessive storm water runoff, water, air, or noise pollution, excessive nighttime lighting or other nuisances.
- 4) Any recent change of character in the area due to installation of public facilities, other zone changes, new growth trends, deterioration and development.
 - 5) The zoning districts and existing land uses of the surrounding properties.
 - 6) Whether the subject property is suitable for the uses to which it has been restricted under the existing zoning classification.
 - 7) Whether the rezoning is compatible with the adjacent neighborhood, especially residential neighborhood stability and character.
 - 8) The length of time the subject property has remained vacant as zoned, if applicable.
 - 9) Whether there is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs including, but not limited to, affordable housing and economic development.
 - 10) Whether the existing zoning was in error at the time of adoption.

As referenced in item (2) above, NADC Section 1.21.2 states the following:

GENERAL PURPOSE AND INTENT

1.2.1 Comprehensive Development Code

The Development Code as established in this Chapter has been made in accordance with a comprehensive plan for the purpose of promoting health, safety, and the general welfare of the community. It is intended to consolidate in one place and in logical order, without unnecessary duplication, the city's regulations pertaining to land use and development. It is designed to make it possible for all of those concerned with land use and development to have access to all relevant city legislation in one convenient Chapter that is capable of being published and distributed as a separate and comprehensive segment of the Code of Ordinances, City of North Augusta, South Carolina, hereinafter referred to as the City Code, as a whole. The specific objectives of this Chapter are:

- 1.2.1.1 To protect the health, safety and general welfare; and
- 1.2.1.2 To promote new development forms that complete neighborhoods that:
 - a. Are designed at a human scale by controlling massing and design that respects the architectural vernacular of North Augusta;
 - b. Foster communication among neighbors and connectivity to the larger community by allowing compact development patterns, interconnected street systems, short blocks;

- c. Include or reinforce central places, such as North Augusta’s traditional downtown and neighborhood commercial centers, civic gathering places, and open space;
- d. Encourage walking and biking by the layout of blocks and streets;
- e. Accommodate vehicular travel without allowing parking lots and streets to dominate the built environment;
- f. Provide a mix of housing types, including housing affordable to all households and housing arrangements that foster neighborliness;
- g. Provide a variety of spaces, including outdoor and passive outdoor uses, which become part of the public realm;
- h. Design streets as outdoor rooms, with attention to pedestrian and bicyclist safety as well as to the safety of motorists;
- i. Includes neighborhood design that responds to the natural, cultural and historic context;
- j. Are the result of a planning process that is inclusive and involves opportunities for negotiation between the designer and the City.

1.2.2 Zoning Regulations

The zoning and land use regulations set forth in Articles 2, 3 and 4 are designed to promote the public health, safety, and general welfare and to protect and preserve places and areas of historical, cultural, or architectural importance and significance.

Planning Commission Action Requested:

The Planning Commission may recommend approval or denial of this request according to NADC § 5.1.3. The Planning Commission’s recommendation is then forwarded to the City Council for their consideration per NADC § 5.3.5.3.

SECTION 3: PUBLIC NOTICE

Per NADC Table 5-1, a notice of the rezoning request and scheduled date of the Planning Commission public hearing was mailed to property owners within 200 feet of the subject property on May 4, 2020. The notice radius was increased at the request of City Council. The property was posted with the required public notice on May 6, 2020. A public notice of the rezoning request and scheduled date of the Planning Commission public hearing was published in *The North Augusta Star* and on the City’s website at www.northaugusta.net on May 6, 2020.

SECTION 4: SITE HISTORY

On December 16, 2019, the City of North Augusta accepted Resolution No. 2019-14 to accept a Petition for Annexation of ±350.73 acres of property located along Gregory Lake Road and owned by Carolyn C. Baggott, Mary C. Havron, and Jean C. Beall. The property sought to be annexed consisted of Tax Parcel Number 105-00-00-009 containing ±262.54 acres and Tax Parcel Number 106-00-00-022 containing ±88.2 acres. The latter is the subject of this rezoning request. The properties were zoned R-14, Large Lot, Single-Family Residential at the time of annexation. Prior to annexation, the subject property was zoned as Edgefield County RD, Residential-Agricultural Development.

SECTION 5: EXISTING SITE CONDITIONS

	<u>Existing Land Use</u>	<u>Future Land Use*</u>	<u>Zoning</u>
Subject Parcel	Vacant	NA	R-14, Large Lot, Single-Family Residential
North	Vacant	NA	RD, Residential-Agricultural Development (Edgefield County)
South	Vacant	NA	R-14, Large Lot, Single-Family Residential
East	Residential	NA	RD, Residential-Agricultural Development (Edgefield County)
West	Residential	NA	R-14, Large Lot, Single-Family Residential/R-10, Medium Lot, Single-Family Residential

*Property falls outside the boundaries of the 2017 Comprehensive Plan Future Land Use Map.

Access – The subject parcel has access from Capers Dr. and Gregory Lake Rd.

Topography – The property is heavily wooded. Elevations change around 40 ft from the outside edge toward the center of the property. A large lake is located at the center of the property with the lowest elevations.

Utilities – Water and sanitary sewer are available. Final capacity analysis will be provided by Engineering and Utilities prior to final permitting.

Floodplain – The property is not located in a designated federal floodplain.

Drainage Basin – The property falls within the Fox Creek Drainage Basin. This basin is located at the edge of the city near the Edgefield County line. All creeks and streams that flow into Gregory Lake located on Gregory Lake Road are part of the Fox Creek Basin. Most of this area is outside the city limits. The basin does converge with Pole Branch basin within the city limits. The basin is sampled at the location just prior to its convergence with Pole Branch. Once the two basins meet, water is carried directly to the Savannah River along the undeveloped portion of Bergen Road (formerly Frontage Road) that heads toward Savannah River. The Fox Creek basin has an overall Good baseline water quality assessment rating. This stream channel is currently effective at transporting stormwater during light or heavy storm events. This stream channel is currently located in an area of the city that is undergoing rapid development. Historically, the residential area located adjacent to this channel has been large lot, low density with a small block of commercial facilities. This area is rapidly developing and it is anticipated that over the next few years, high density, small lot residential development will be established. The city will continue to monitor this basin.

SECTION 6: STAFF EVALUATION AND ANALYSIS

Staff provides the following information for context related to the Commission's deliberation. Descriptions and commentary added by staff will be *italicized*.

1. The size of the tract in question (§5.3.6.1).

Parcel 106-00-00-022 is approximately ±88.2 acres.

2. Whether the proposal conforms with and furthers the goals of the Comprehensive Plan, other adopted plans, and the goals, objectives, and policies of the Development Code, §1.2 (§5.3.6.2).

The subject property lies outside the boundaries of the 2017 Comprehensive Plan Future Land Use Map.

The 2017 Comprehensive Plan does discuss using "...utility extension policies to discourage development beyond the current urban service limit. (p.62)" However, current policy does allow extension and connection to the City's sanitary sewer system that is available on adjacent site (Gregory Landing). Edgefield County provides water service in this area, so the City has little policy control for water provision.

3. The relationship of the uses envisioned under the new zoning and the uses currently present in adjacent tracts. In particular, the Planning Commission shall consider whether as stated in §5.3.6.3 of the NADC:

a. The proposed rezoning is compatible with the surrounding area;

Prior to annexation, the subject property was zoned as Edgefield County RD, Residential-Agricultural Development. The purpose of this district is to foster, sustain, and protect areas in which the principal use of land is for single-family dwellings exclusive of residentially designed and standard designed manufactured housing, and related support uses. The district is also designed to allow greater use flexibility for large tracts, ten acres or more in size, as provided for in the County's "Ten acre rule" which states:

Land parcels and tracts ten acres or larger in the RD Zone may include the following uses, irrespective of the use requirements of table 1, section 24-31 and regulations otherwise applicable to such uses:

(1) Home occupations, without limitation to the number of employees, number of buildings or structures, amount and/or size of equipment and parking, and number of trucks in support of such home occupation; provided, however, that vehicles, equipment and goods produced off site shall not be displayed for sale, lease or transfer; and

(2) Residentially designed manufactured homes; provided, no such use shall be located within 100 feet of the nearest property line, and the number of manufactured homes shall not exceed one per five acres, not subject to manufactured home park regulations.

The purpose of the existing R-14, Large Lot Single-Family Residential District is to recognize and promote the character of particular areas in North Augusta where single-family residential development is the predominant living environment. Also, changing patterns of work and home environments create incentives to view the single-family dwelling as a place of work and residential living activities. R-14 would allow 14,000 sq ft lots, and a maximum density of 3.5 units per acre. At maximum density, it would allow 308 acres on an 88 acre tract. That is not the proposed number of units, and most developments do not meet their maximum density.

The adjacent development, Gregory Lake, is zoned R-10, Medium Lot, Single Family Residential. This purpose of the district is the same as R-14. It would allow a minimum 10,000 sq ft lot and a maximum density of 4.5 dwelling units per acre. At maximum density, this would allow 396 lots. That is not the proposed number of units, and most developments do not meet their maximum density.

The purpose of the requested R-7, Small Lot Single-Family Residential district is to provide for a variety of single-family housing types on small lots to meet market demands for smaller lot developments. It is also the intent of this district to balance higher densities with common open space. It would allow a minimum 7,000 sq ft lot and a maximum density of 7.0 dwelling units per acre. At maximum density, this would allow 616 lots. That is not the proposed number of units, and most developments do not meet their maximum density.

b. There will be any adverse effects on the capacity or safety of the portion of street network influenced by the rezoning;

The proposal should have a limited effects on the existing road network. Any negative effects will be mitigated prior to construction. A Traffic Impact Analysis will be required as part of any Major Subdivision application.

c. There will be any adverse effects on existing or planned public utility services in the area;

There are no existing utility services on the site. Infrastructure improvements must be provided by the developer. A determination of the adequacy and availability of potable water and sanitary sewer will be analyzed by the City Engineer at the time of Major Subdivision Preliminary Plat approval. This application may be approved subject to the deferral of development until all public facilities are deemed available and adequate.

d. Parking problems; or

Parking will be required to meet City standards at the time of Preliminary Plat approval. Any waivers or variances will be addressed at the time of the Preliminary Plat review by Planning Commission.

e. Environmental impacts that the new use will generate such as excessive storm water runoff, water, air, or noise pollution, excessive nighttime lighting or other nuisances.

The City's Stormwater Management Department has noted that the topography of the property on this parcel includes steep slopes and many drainage ways that are to be avoided. Regulated, jurisdictional, and intermittent streams in addition to the large 30 acre pond that must be protected from pollutants. Staff foresees challenges in meeting the following requirements of the Development Code:

- Article 6.1.3.2 "preserve the natural features of the site and avoid areas of environmental sensitivity", "minimize negative impacts upon or unnecessary alteration of natural features", etc.
- Article 6.1.3.3 "minimize the disturbance of steep slopes, when possible"
- Article 15.1.3.2 Natural Watercourse Easements
- Article 15.1.3.3 Streets Adjacent to Natural Watercourse
- Article 6.2.2 Riparian Buffers.

The property is considered to be an environmentally sensitive area. A preliminary site analysis and protection study for a development project will be required to be provided in advance of application per NADC 6.1.1 & 6.2. This study will assist in decision making and understanding of a development project on a parcel with challenging topography.

Any development will be required to meet all state standards for runoff capture and treatment. Noise and lighting will be subject to the standards of the Development Code.

4. Any recent change of character in the area due to installation of public facilities, other zone changes, new growth trends, deterioration and development (§5.3.6.4).

The area is near several recent development such as Gregory Landing, Wando Woodlands, and Bergen Place subdivision. Prior to its annexation, the property and surrounding properties were developed as single-family residential lots along Capers Drive ranging from 0.5 to 1 acres and built from the 1960's until present day. Residential development in the area between this property and I-20 has been steady over the last 5 years, pushing towards the Edgefield County end of the City Limits.

5. The zoning districts and existing land uses of the surrounding properties (§5.3.6.5).

The existing zoning district is R-14, Large Lot Single-Family Residential, which is similar to the adjacent parcels fronting Gregory Lake Road. Most of the surrounding properties are vacant or zoned for single-family residential uses. Please also see item 3.a.

6. Whether the subject property is suitable for the uses to which it has been restricted under the existing zoning classification (§5.3.6.6).

The property is suitable for single-family residential use with its existing zoning at a reduced density. The proposed use is for townhouses, which are permissible in the R-7, Small Lot, Single-Family Residential Zoning District. The density of the residential use will depend on the final zoning of the property.

7. Whether the rezoning is compatible with the adjacent neighborhood, especially residential neighborhood stability and character (§5.3.6.7).

These properties and nearby properties have been generally accepted as residential in some capacity. The residential neighborhoods to the rear of the property are well established and have been exclusively residential for many years.

8. The length of time the subject property has remained vacant as zoned, if applicable (§5.3.6.8).

The property has remained vacant as zoned R-14, Large Lot, Single-Family Residential since annexation into the City Limits of North Augusta on January 6, 2020.

9. Whether there is an adequate supply of land available in the subject area and the surrounding community to accommodate the zoning and community needs including, but not limited to, affordable housing and economic development (§5.3.6.9).

The proposed use is for townhouses, which are permissible in the R-7, Small Lot, Single-Family Residential Zoning District.

10. Whether the existing zoning was in error at the time of adoption (§5.3.6.10).

The zoning does not appear to have been in error at adoption.

SECTION 7: RECOMMENDATION

Staff is not required to make a recommendation to the Planning Commission. The Department has determined the application is complete.

The Planning Commission may recommend approval or denial of this request according to NADC § 5.1.3.

SECTION 8: ATTACHMENTS

1. Aerial
2. Topography
3. Current Zoning
4. Proposed Zoning
5. Future Land Use
6. Public Hearing Notice
7. Application Documents

cc Metro Homesites, LLC; mgilliam@buildkeystone.com
Southern Partners, Inc.; pgreen@southernpartners.net



TPN 106-00-00-022
Approximately 88.2 acres
Current zoning R-14, Large Lot
Single-Family Residential

Subject Parcel

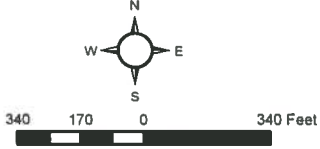
GREGORY LANE

MICKELSON DRIVE

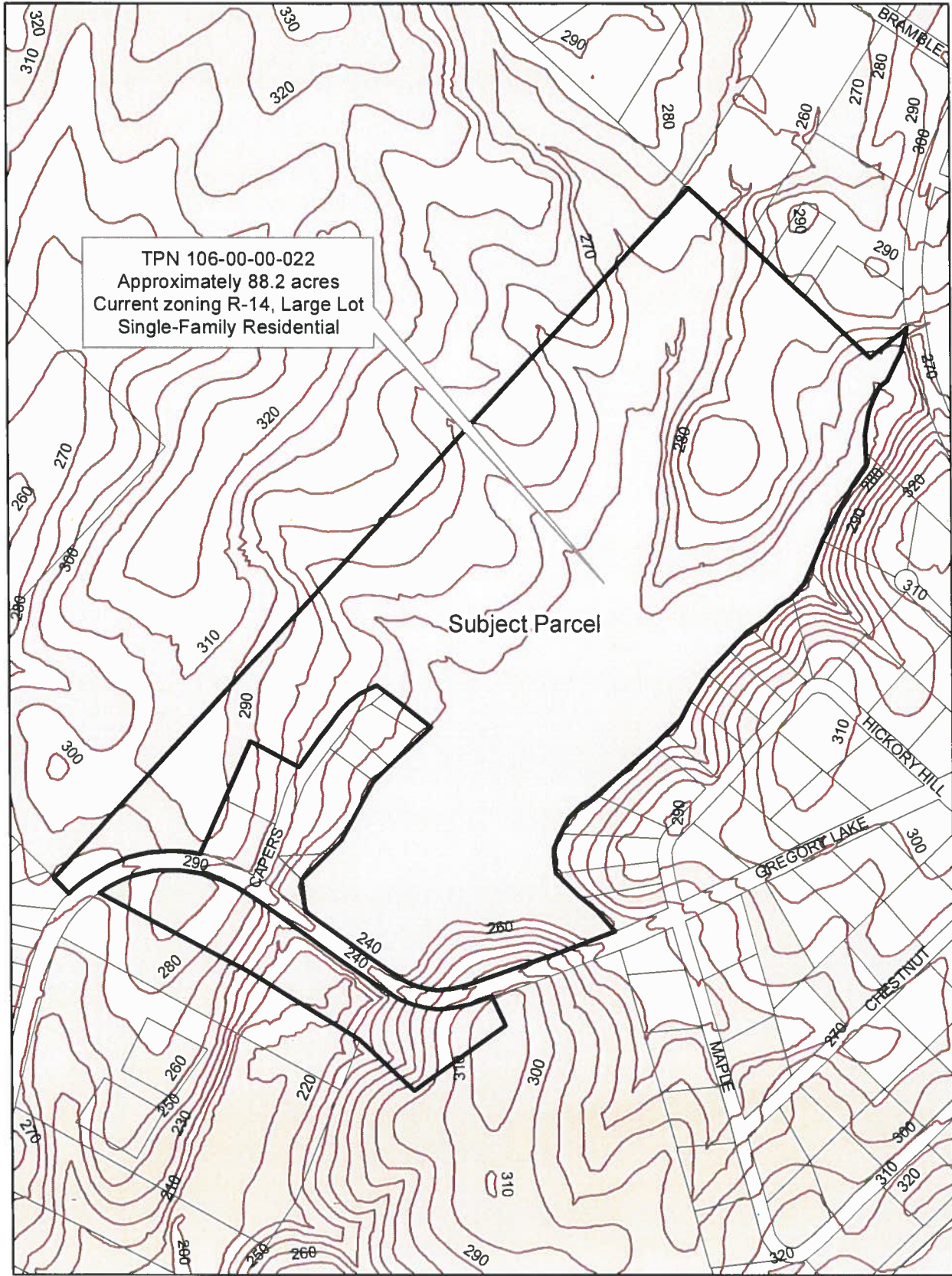
GRAMBLE

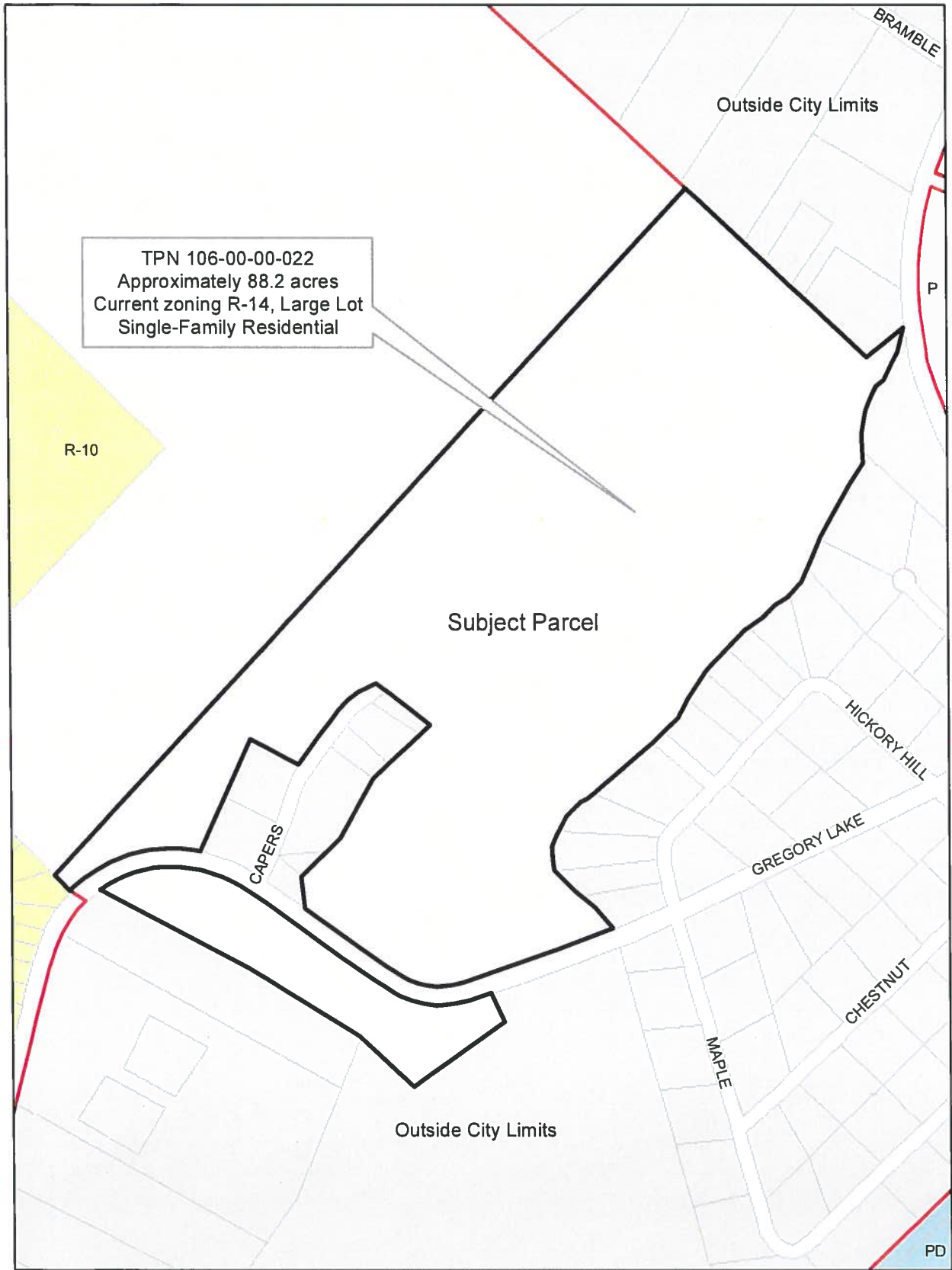


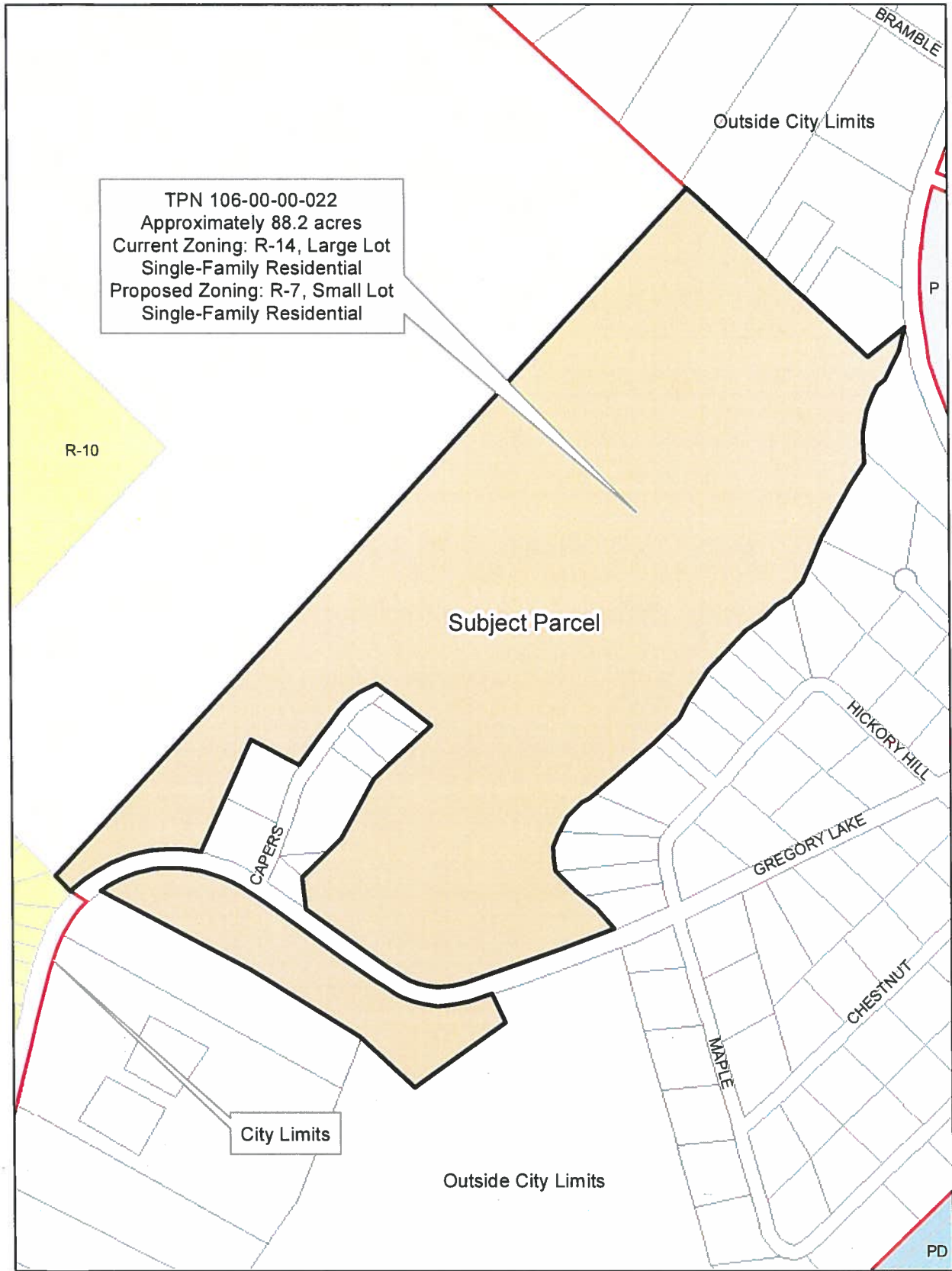
Aerial Map
Application RZM20-001
Tax Parcel Number 106-00-00-022

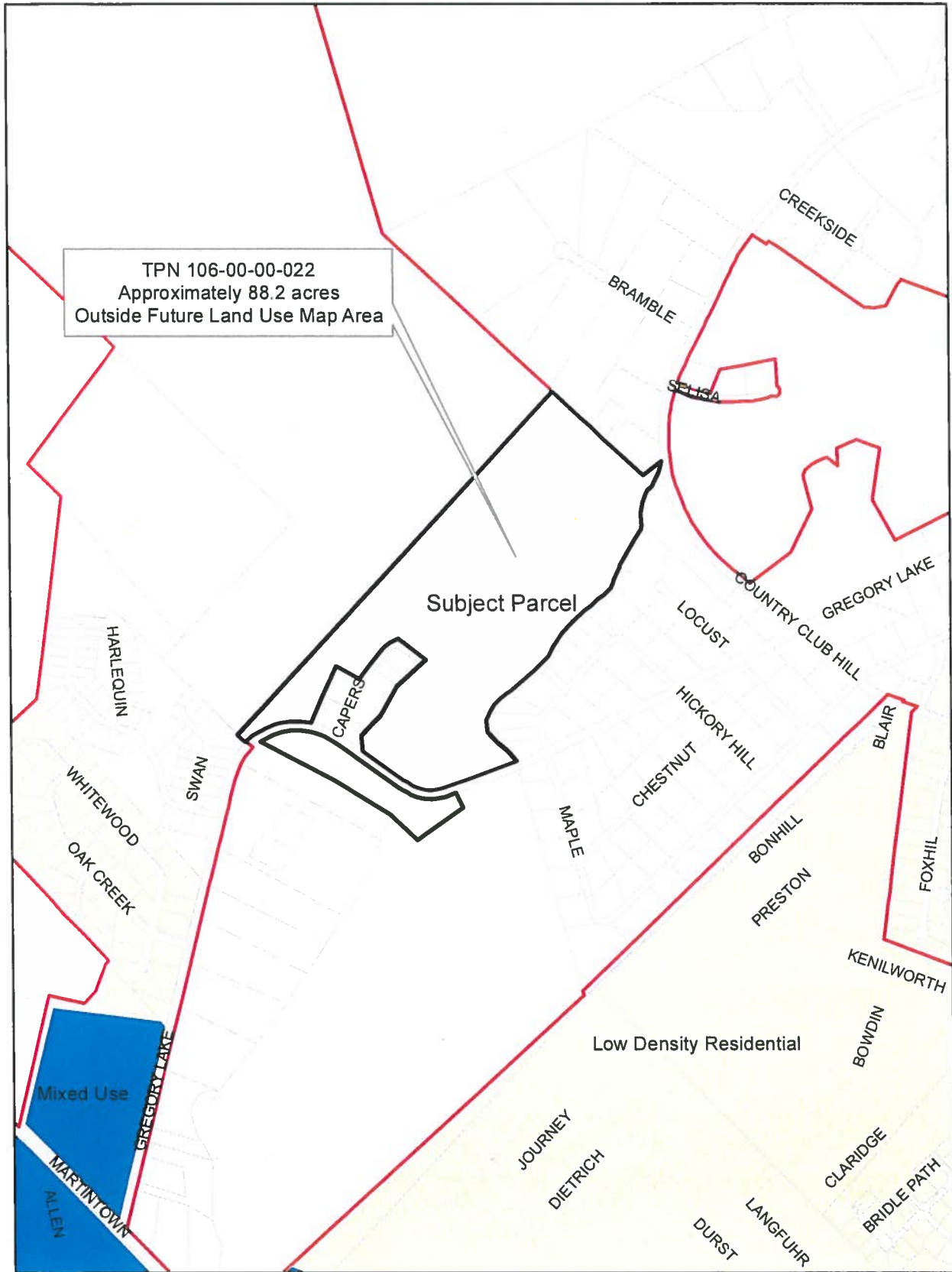


Date: 5/7/2020









ATTACHMENT #9

ORDINANCE NO. 2020-16
TO AMEND THE ZONING MAP OF THE CITY OF NORTH AUGUSTA,
SOUTH CAROLINA BY REZONING ± 88.2 ACRES OF LAND
OWNED BY CAROLYN BAGGOTT, ET AL,
EDGEFIELD COUNTY TAX PARCEL #106-00-00-022,
FROM R-14, LARGE LOT, SINGLE-FAMILY RESIDENTIAL,
TO R-7, SMALL LOT, SINGLE-FAMILY RESIDENTIAL.

WHEREAS, on December 17, 2007, by Ordinance 2007-22, the North Augusta City Council adopted the North Augusta Development Code and a citywide Zoning Map which is consistent with the City's North Augusta 2017 Comprehensive Plan; and

WHEREAS, pursuant to Section 5.3, North Augusta Development Code, the North Augusta Planning Commission may recommend amendments to the Zoning Map, provided such amendments are consistent with the City's North Augusta 2017 Comprehensive Plan; and

WHEREAS, the North Augusta Planning Commission, following a May 21, 2020, public hearing, reviewed and considered a request by the Metro Homesites, LLC, to amend the Official Zoning Map of North Augusta from Large Lot, Single-Family Residential (R-14) to Small Lot, Single Family Residential (R-7). The staff report and results of this hearing have been provided to City Council.

NOW THEREFORE, BE IT ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, IN MEETING DULY ASSEMBLED AND BY THE AUTHORITY THEREOF, THAT:

- I. A parcel consisting of ±88.2 acres owned by Carolyn Baggott, et al, is hereby rezoned from R-14, Large Lot, Single-Family Residential to R-7, Small Lot Single Family Residential. Said property is Edgefield County tax map parcel # 106-00-00-022 and specifically identified on Exhibit "A" attached hereto.
- II. The Official Zoning Map for the City of North Augusta is hereby amended to reflect this rezoning.
- III. All ordinances or parts of Ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.
- IV. This Ordinance shall become effective immediately upon its adoption on third and final reading.

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY
COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS _____
DAY OF _____, 2020.

First Reading _____

Robert A. Pettit, Mayor

Second Reading _____

ATTEST:

Sharon Lamar, City Clerk

ATTACHMENT #10

RESOLUTION NO. 2020-24
AUTHORIZING THE CITY OF NORTH AUGUSTA
TO ENTER INTO A PROFESSIONAL PLANNING SERVICES CONTRACT
WITH ORION PLANNING + DESIGN, LLC, TO PERFORM PLANNING
SERVICES RELATED TO THE NORTH AUGUSTA
DEVELOPMENT CODE EVALUATION AND RE-WRITE

WHEREAS, the City of North Augusta desires to retain the services of Orion Planning + Design, LLC, to provide services related to the evaluation and rewriting of the North Augusta Development Code; and

WHEREAS, two (2) firms responded to a "Request for Proposals" and proposals were reviewed and scored by a committee of elected and appointed officials and city staff; and

WHEREAS, based upon the ranking of the firms, it has been determined that Orion Planning + Design, LLC, was the preferred contractor; and

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of North Augusta, South Carolina, in meeting duly assembled and by the authority thereof that the City is authorized to enter into professional planning services contract with Orion Planning + Design, LLC, to provide planning services related to the rewrite of the North Augusta Development Code.

BE IT FURTHER RESOLVED that the City Administrator is authorized to execute such documents as necessary to enter into said contracts for an amount not to exceed \$164,700, including a 10% contingency amount, and travel reimbursements. The project will be funded by not more than \$120,000 from existing capital project funds and the balance from budgeted FY20 Planning Department Professional Services funds.

BE IT FURTHER RESOLVED the City Administrator, in consultation with the Mayor, is hereby authorized to convene a Steering Committee to provide guidance as the project proceeds, whose structure and participants will be designated at a later date.

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF _____, 2020.

Robert A. Pettit, Mayor

ATTEST:

Sharon Lamar
City Clerk

SHORT FORM AGREEMENT FOR CONSULTING SERVICES

(Standard agreement based on Appendix B, Planning Advisory Service Report Number 443, Standards of Professional Practice, American Planning Association, Chicago, IL)

Orion Planning + Design, a Montana based LLC, agrees to provide the City of North Augusta, South Carolina the following professional services and the City of North Augusta contracts for such services and agrees to fully engage in the project as described in the attached scope of services. Services shall be compensated by the City of North Augusta for the fees and on the terms and conditions set forth herein.

1. PURPOSE

The purpose of this agreement is to provide professional planning services to City of North Augusta to audit and rewrite zoning code as described in the attached scope of services.

2. PARTIES

The parties to this agreement are City of North Augusta, hereinafter referred to as "Client," and Orion Planning + Design, hereinafter referred to as "Consultant."

3. SERVICES

Consultant shall provide the services to achieve the purposes of the project as described in the attached scope of services.

4. STANDARDS OF PROFESSIONAL PRACTICE

Consultant shall exercise and adhere to the standards of professional practice as developed and adopted by the American Institute of Certified Planners set forth in Planning Advisory Service Report Number 443, Standards of Professional Practice, American Planning Association as well as the Code of Ethics of the American Institute of Certified Planners. Said standards are incorporated herein by reference.

5. COMPENSATION

For the services rendered and products produced, City of North Augusta shall compensate Consultant as follows:

Planning Services	\$143,100.00
Reimbursable Travel Expense	\$7,600.00
Contingencies (10%)	\$14,000.00
Total (Not to Exceed)	\$164,700.00

Services will be invoiced monthly based on percentage of work completed. Normal office supplies consumed in the course of the project are not reimbursable. City of North Augusta agrees to pay said invoices within 30 days of submission.

6. TERMINATION

City of North Augusta or Consultant may terminate this agreement without cause at any time upon 10 days written notice. Consultant shall provide a final invoice for any uncompensated work completed prior to termination. Said invoice shall be payable by City of North Augusta under the terms of Section 5. Compensation.

7. COMPLETE AGREEMENT/AMENDMENTS

This agreement constitutes the complete agreement between the parties. It may be amended only in writing executed in multiple counterparts, each of which shall be considered an original. When executed, this agreement shall be binding upon and inure to the benefit of the parties and their respective successors and assigns.

IN WITNESS WHEREOF, the parties have executed this agreement separately, on the dates indicated by their respective signature blocks below. If the date of this agreement becomes material for any reason, the date of execution by Client shall be considered to be the date of the agreement.

_____, [Date]
Robert L. Barber, Sr., FAICP, Partner
Orion Planning + Design

_____, [Date]
Rachelle Moody,
Interim City Administrator
City of North Augusta, South Carolina

PROPOSED SCOPE OF WORK

Phase 1: Project Launch

Phase 1 sets the foundation for the code update and helps to ensure that the overarching goals expressed in the RFP are met. During this phase the Orion Team will establish effective working relationships with City Staff and the steering committee, providing the opportunity for meaningful collaboration on the overall project approach, solidification of the project time-frame, and buy-in on public engagement activities and intended outcomes. Note: All references to the Development Code in all phases includes Appendix A Definitions but excludes all other appendices. An optional update of appendices B through G is discussed in the section immediately following the scope.

Task 1.1: Work Plan Development. The Orion Team will coordinate with City Staff to develop a work plan (draft and final) that encompasses the life of the project, identifying key decision points, team communication strategies, anticipated time-frames for meetings and outreach, and roles and responsibilities of all team members, as well as review of time-frames and local support necessary for a successful code update process. During this time the establishment of a steering committee should occur and clear roles and responsibilities communicated to those involved.

Task 1.2: Public Participation Plan. The Orion Team will work closely with Staff to create a draft Public Participation Plan (draft and final) for the code update. This will serve as the outreach framework for the life of the project and will be designed to inform community stakeholders and the public about the code update. The strategy will flesh out all aspects of public engagement activities recommended in this proposal and will include time-frames, team roles and responsibilities, intended outcomes, and materials and support needed, as well as methodologies for communicating with key stakeholders and the public via the project website, social media, and traditional print media.

Task 1.3: Kick-off Meeting (Virtual). The Orion Team will hold a virtual kick-off meeting with City Staff and the Steering Committee to go through the Work Plan and Public Participation Plan and discuss current issues related to the Development Code, the existing code framework, desired outcomes, and other feed-

back as warranted. The project manager and key members of the Orion Team will participate remotely to discuss issues and objectives with City Staff.

Deliverables for Phase 1

- *Final Work Plan*
- *Public Participation Plan*
- *Project website/web page and associated media content*

Phase 2: Code Audit & Recommendations

Phase 2 is focused on the completion of the code audit using the 2017 Comprehensive Plan and other relevant adopted policies and plans to conduct an in-depth analysis of the existing Development Code. This phase will also include an analysis of best practices in code development from similarly situated jurisdictions nationwide as well as a comprehensive user survey. The audit will provide detailed recommendations based on the insight gained from these many facets of analysis.

Task 2.1: Plan Review. The Orion Team will review all applicable plans and policies, to inform the content of the audit and update. A key part of this review will be an assessment of the current plan-code relationships and recommendations for ways to better implement the 2017 Comprehensive Plan through a revised code. Access to existing ArcGIS data for purposes of analyzing current build-out scenarios and bulk/dimensional impacts resulting from the existing Development Code standards will be necessary for this task.

Task 2.2: Code Review. The Orion Team will work with City Staff to review sections of the existing Development Code and recommend draft revisions to content and format. We will identify ways to simplify, streamline, and better organize code text, graphic elements, and administrative processes.

Task 2.3: City-wide Team Tour (Trip1). The Orion Team (up to five), led by City Staff, will tour the city to get a better feel for existing zoning application, current conversations and geographies related to the future land use mapping process, underscore existing areas of contention, frequent variances or procedural conflicts, and to generally gain a better understanding of city dynamics and locations that will require special consideration throughout the code update

process.

Task 2.4: Key Stakeholder Roundtables (Trip 1).

Orion Team members will host a series of roundtable discussions with key stakeholders and code users (both internal and external) to gain insight on current content, processes, and procedures to better understand how the code is working and identify areas for possible improvement.

Task 2.5: Steering Committee Meeting (Trip 1).

During Trip 1, the Orion Team will meet with members of the steering committee to provide an update on the audit process and initial findings for consideration.

Task 2.6: Code Survey. With input and assistance from City Staff, the Orion Team will develop a survey that will further inform issues and opportunities present in the current Development Code. The survey will be developed in two parts. One survey will be geared toward external users of the code and distributed to developers, architects and engineers, members of the planning community, recent applicants, and members of the public identified as core stakeholders in this process. A second survey will be developed and administered to City employees who work with the code on a regular basis. The survey will be comprised of 12-15 questions help determine code use and priorities are for the new code. Survey results will be collected over a period of 4 to 6 weeks and analyzed for overlap and consistency. Results will be provided for Team, staff, and steering committee use to build consensus throughout the update process.

Task 2.7: Best Practice Analysis. The Orion Team will draw on our professional experience in code review and development to provide examples of up to three best practice examples for the code update priorities identified through Task 2.6. Examples will be drawn from comparable cities experiencing similar growth and development characteristics as North Augusta and speaking with code users and administrators on their experiences and recommended approach that may be relevant for the update.

Task 2.9. Code Audit and Recommendations. The Orion Team will summarize our findings from tasks 2.1 – 2.7 as well as our recommendations on approach to the code update in a final comprehensive

audit report. The report will summarize stakeholder and survey feedback as well as outcomes of the Orion Team’s in-depth evaluation of the existing code. A best practices analysis will set the stage for specific recommendations on the structure and substance of the updated Development Code, including an evaluation of options for one or more code typologies such as form-based, performance, hybrid or Euclidean. A final step-by-step strategy on the organization of the code update - essentially what to tackle first, second, third, etc. - will also be included in the audit findings.

Task 2.9. Presentation of Audit Recommendations (Virtual). Members of the Orion Team will present the code audit recommendations to City Staff, the steering committee, and the Planning Commission by virtual meeting at the conclusion of this phase.

Deliverables for Phase 2:

- *Public outreach materials and summaries;*
- *Draft and Final Audit Report*
- *Content for web page and social media*

Phase 3: Code Drafting

Phase 3 is centered on the drafting of the Development Code and will incorporate multiple rounds of review. The public will be engaged at key junctures throughout the drafting process to ensure residents and stakeholders are informed and have the opportunity to comment. As soon as possible in this process, if not before, the City will need to authorize and fund the optional appendix update detailed in the section that follows this scope if it is to work in concert with the update to implement City policy. Ideally, updates to the appendices, as needed, should occur at the same time as the adoption of the updated Development Code.

Task 3.1: First Code Draft and Review. The Orion Team will create an initial draft of code elements based on the final audit recommendations, with guidance and input from City Staff. Precedent imagery and graphics will be used to convey design concepts included in the code during the drafting stages. The Orion Team will meet with City Staff by phone and video conference multiple times during this initial drafting task to review progress and gain feedback on core elements of the code.

Task 3.2: Second Code Draft and Review. Based on feedback from task 3.1, the Orion Team will refine the initial draft and prepare a second, revised draft of the code for review by City Staff and the steering committee.

Task 3.3: Zoning Map Update. During this phase of the project, minor adjustments to the Official Zoning Map (two drafts) as may be indicated by the update will be mapped by City Staff using the City's GIS data. The OPD Team will consult and assist in identifying potential changes.

Task 3.4: Stakeholder Review and Feedback (Virtual) Following a second round of drafting, and with a 75-80% draft prepared, Orion Team members will conduct a series of up to six targeted discussions on core concepts and draft language with key stakeholder groups, including the design and development community. Additional feedback from these virtual meetings will be incorporated into the next round of drafting.

Task 3.5: Public Review Draft Preparation. The Orion Team will create a public review draft of the code, incorporating input from Task 3.4 as directed by City Staff and Steering Committee members. This draft will be shared with the public and presented to stakeholders for review and comment in Task 3.6 by City Staff.

Task 3.6: Public Review Draft Workshops + Engagement. Staff will host a public workshop (or drop-in event) to formally introduce the code draft, walk through changes and scenarios, explain the update process to date, answer questions, and solicit feedback, as needed and desired by the City. The exact format of the workshop(s) or event will be determined as the update process unfolds. The Team will provide materials, talking points, and presentation slides.

Task 3.7: Final Code Draft. The Orion Team will create a final draft of the code incorporating public feedback and final edits from Tasks 3.1-3.6, as directed by City Staff and the Steering Committee. The Team will present the final draft in virtual meetings to staff, the steering committee, and the planning commission.

Deliverables for Phase 3:

- *Two preliminary drafts of the Development Code*

- *One public review draft of the Development Code*
- *Final draft Development Code*
- *Stakeholder and public outreach materials and summaries*
- *Content for web page and social media*

Phase 4: Code Adoption

Phase 4 includes all of the tasks related to formal review, public hearings, and code adoption. The Orion Team will be available to assist City Staff throughout the adoption process. At this point in the process, our goal is for staff to be fully capable of, and comfortable with, public presentations of the code and the questions that will be asked. Such capability and comfort indicate that staff is prepared for the administration and enforcement that will follow adoption.

Task 4.1: Creation of an Executive Summary. The Orion Team will create an executive summary of the code update for use by staff, the Planning Commission, and City Council. The executive summary will highlight key changes and how the changes overall align with the audit findings.

Task 4.2: Formal Presentation of the Draft Code to the Planning Commission. The Orion Team will support City Staff in their presentation of the final draft code to the Planning Commission through the preparation of presentation slides and materials. Comments and feedback received from both Planning Commission members and members of the public will be recorded and incorporated, as directed by City Staff, following the hearing.

Task 4.3: Formal Presentation of the Draft Code to the City Council. Following a recommendation from the Planning Commission, the Orion Team will support City Staff in their presentation of the final revised draft code to City Council through the preparation of presentation slides and materials. Comments and feedback received from Council members and members of the public that are recorded will be incorporated in the final code document following the public hearing pursuant to City recommendation direction.

Task 4.4: Final Adopted Development Code. The Orion Team will prepare the final code package inclusive of changes made during the adoption process.

Task 4.5: Staff and Board Training (Trip 2). The Orion Team will provide one day of training to City Staff and Board members following code adoption, as necessary and desired.

Deliverables for Phase 4:

- *Presentation materials*
- *A revised draft of the final draft Development Code*
- *The final adopted Development Code package, including all associated graphics, tables, maps and illustrative content developed in native digital format(s)*

the audit and update.

- The City will be responsible for printing large-scale maps and materials for use in workshops/meetings and will make and distribute hard copies of drafts and final products as needed and desired.

EXPECTATIONS OF THE CITY

The following is a brief description of the services and tasks the Orion Team would expect the City to provide.

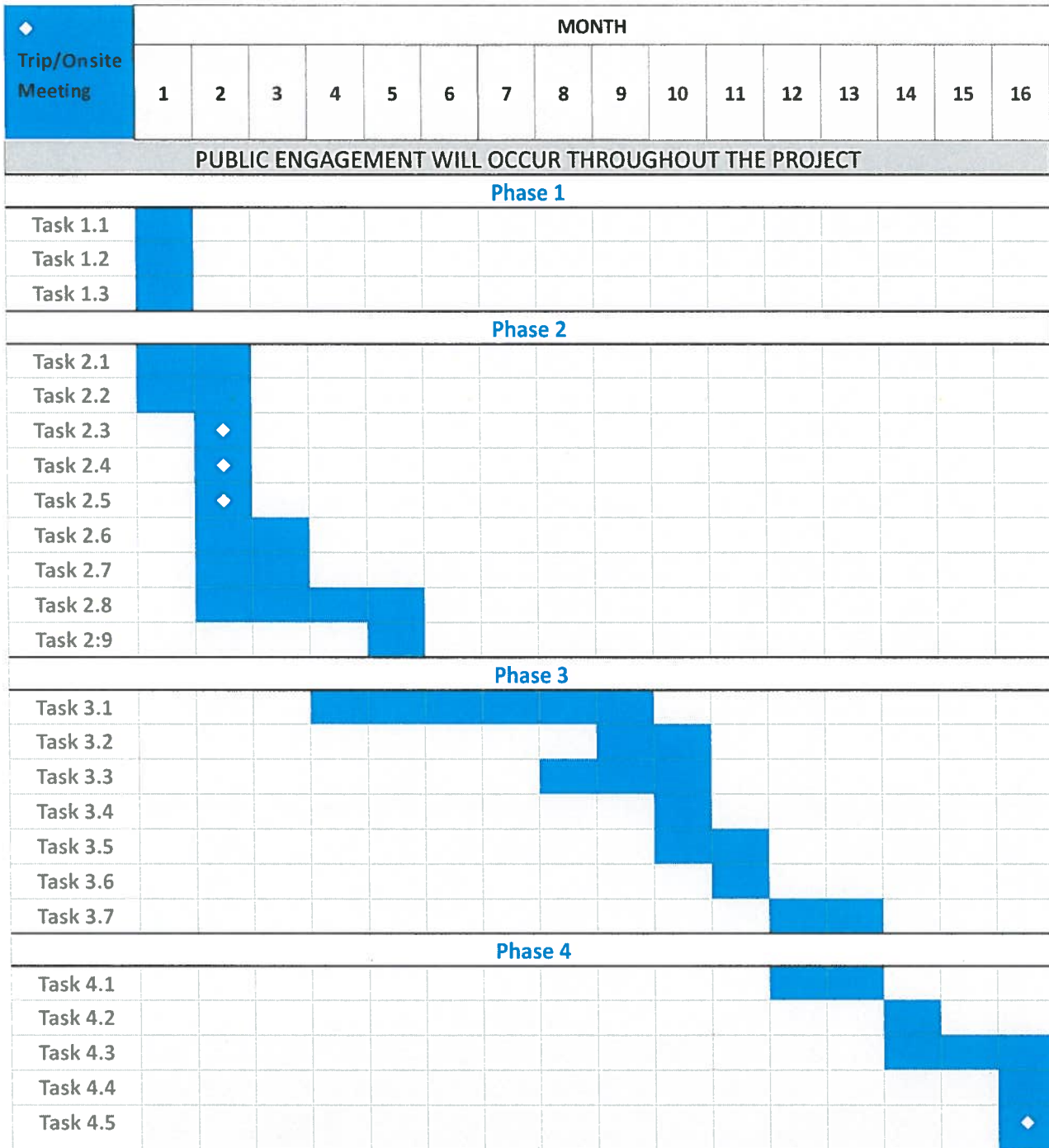
- The City will create and manage a project web-page and will provide additional content for posting as needed.
- City Staff will provide a comprehensive and timely review of, and direction on, the development of all draft materials.
- City Staff will promptly provide all relevant policy documents currently in effect and clarify provisions and implementations of those documents as needed.
- The City will coordinate all staff, steering committee, stakeholder, and public outreach meetings, and will ensure all required legal notice is met and necessary formal minutes are created.
- City Staff will prepare and present all official staff reports to the Planning Commission and City Council.
- City Staff will lead presentations to the Planning Commission and City Council required for formal consideration and adoption.
- City Staff will provide all GIS data necessary for the analysis of current plans and code, and data relevant to variances, appeals, rezonings and permits that illustrate or impact code administration and enforcement issues that need to be addressed in

Budget

Phase 1: Project Launch	
Task 1.1: Work Plan Development	\$1,110
Task 1.2: Public Participation Plan	\$1,110
Task 1.3: Kick-off Meeting (VIRTUAL)	\$2,950
	Travel
	-
	Phase 1: Total
	\$5,170
Phase 2: Code Audit & Recommendations	
Task 2.1: Plan Review	\$4,600
Task 2.2: Code Review	\$14,375
Task 2.3: City-wide Team Tour (Trip 1)	\$9,360
Task 2.4: Key Stakeholder Roundtables (Trip 1)	\$4,125
Task 2.5: Steering Committee Meeting (Trip 1)	\$2,475
Task 2.6: Code Survey	\$2,000
Task 2.7: Best Practice Analysis	\$3,600
Task 2.8: Code Audit and Recommendations	\$8,425
Task 2.9: Presentation of Audit Recommendations (VIRTUAL)	\$3,500
	Travel
	\$5,000
	Phase 2: Total
	\$57,460
Phase 3: Code Drafting	
Task 3.1: First Code Draft and Review	\$29,750
Task 3.2: Second Code Draft and Review	\$12,350
Task 3.3: Zoning Map Update	\$2,400
Task 3.4: Stakeholder Review and Feedback (Trip 4)	\$7,920
Task 3.5: Public Review Draft Preparation	\$6,270
Task 3.6: Support Material for Public Review Draft Workshops + Engagement	\$4,600
Task 3.7: Final Code Draft	\$3,300
	Travel
	-
	Phase 3: Total
	\$66,590
Phase 4: Code Adoption	
Task 4.1: Creation of an Executive Summary	\$5,310
Task 4.2: Formal Presentation of the Draft Code to the Planning Commission (material prep)	\$1,180
Task 4.3: Formal Presentation of the Draft Code to the City Council (material prep)	\$1,180
Task 4.4: Final Adopted Development Code	\$2,360
Task 4.5: Staff and Board Training	\$8,850
	Travel
	\$2,600
	Phase 4: Total
	\$20,810
	Contingency
	\$ 14,000
	Total Budget
	\$164,700

Projected Schedule

The schedule below illustrates by task the projected 16 month timeline for the completion of the project.



ATTACHMENT #11

RESOLUTION NO. 2020-25

TO AUTHORIZE THE CITY TO ENTER INTO AN AGREEMENT ESTABLISHING A PROCEDURE FOR COMPENSATING THE BELVEDERE FIRE DISTRICT WHEN ANNEXATIONS BY THE CITY REDUCES THE BELVEDERE FIRE DISTRICT SERVICE TERRITORY

WHEREAS, the City and Belvedere Fire District entered into an Agreement related to the respective fire districts for the City and Belvedere Fire District, to include provisions related to future annexations by the City; and,

WHEREAS, the Agreement, as approved by the Aiken County Council on February 5, 2019, provides that following such annexations, that the County would change services area maps to conform with such annexations either upon agreement by the parties or by confirmation that the City has fully complied with Code Sections 5-3-310 through 5-3-315 of the South Carolina Code Laws; and,

WHEREAS, the City and District have reached an Agreement that provides for a formula in determining the payments to be made by the City to Belvedere Fire District when property within the Belvedere Fire District is annexed by the City of North Augusta and North Augusta indicates a desire to be the Fire provider for the annexed property; and,

WHEREAS, the City desires, wherever possible, to be the fire provider for all parcels within the City limits; and,

WHEREAS, the Mayor and City Council have reviewed the proposed formula which is attached hereto marked Exhibit "A" and incorporated by reference and determined that such formula is reasonable and appears to protect the interest of the City as well as Belvedere Fire District; and,

WHEREAS, the Mayor and Council believe that it is in the best interest of all parties that a specific set procedure be established to avoid future misunderstandings.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of North Augusta, South Carolina, in meeting duly assembled and by the authority thereof, that:

1. That the City approves the formula as set forth in Exhibit "A" attached hereto;
2. That the City Administrator is specifically authorized to execute such documents as necessary to enter into an agreement with Belvedere Fire District to establish this procedure for determining compensation to be paid to Belvedere Fire District when the City takes over, as a result of annexation, service within a territory formerly served by the Belvedere Fire District;
3. That the Director of Finance and General Services is authorized to make payments in accordance with such formula, with said funds being paid out of the General fund;

4. That the City Administrator and Finance Director are specifically authorized to make decisions relative to the manner of payment of such fees as between payment in full in one year or the payment over a period up to five (5) years.

DONE, RATIFIED AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF JUNE, 2020.

SIGNED BY:

ROBERT A. PETTIT, MAYOR

ATTESTED BY:

SHARON LAMAR, CITY CLERK

EXHIBIT "A"

FORMULA FOR COMPUTING PAYMENTS BY CITY OF NORTH AUGUSTA TO BELVEDERE FIRE DISTRICT FOR PROPERTY WITHIN THE SERVICE BOUNDARIES OF BELVEDERE FIRE DEPARTMENT THAT IS ANNEXED INTO THE CITY OF NORTH AUGUSTA

1. Following the notification by the City to Belvedere Fire District of the annexation by the City of property formerly within the service boundaries of the District, District shall notify City of the fire fees for such parcel or parcels of property for the previous tax year.
2. As compensation to the Belvedere Fire District, the City shall pay to the District three (3) times the fee received by the Fire District for service to the property in the previous calendar year.
3. City would have the option of either paying the full fee within the first year of annexation or could choose to pay as follows:
 - a) 100% of fee in first year;
 - b) 80% of fee in second year;
 - c) 60% of fee in third year;
 - d) 40% of fee in fourth year; and
 - e) 20% of fee during fifth year.

City would have the right to, at any time pay out any remaining balance and terminate the annual payments.

4. Upon receipt of information from Belvedere Fire District related to the annual fire fee received during the previous year, the City would provide written notification to the District of the City's agreement with such information.

With the provision of the letter to Belvedere Fire District agreeing to the payment figures, such act would constitute the agreement of the parties and authorize Aiken County to make such revisions to the service boundaries, maps as appropriate.

ATTACHMENT #12

RESOLUTION NO. 2020-26

AUTHORIZING THE CITY ADMINISTRATOR TO PROVIDE A REVISED LETTER OF SUPPORT FOR THE PLANNING AND DEVELOPMENT DEPARTMENT'S TRANSPORTATION ALTERNATIVE PROGRAM APPLICATION TO THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR EXPANSION OF THE KNOBCONE AVENUE SIDEWALK

WHEREAS, the City of North Augusta has previously adopted Resolution 2019-17 expressing support for and authorizing the City Administrator to provide a letter of support for the project; and

WHEREAS, the Transportation Alternative Program (TAP) program identified additional funds that have been requested to be used towards this project; and

WHEREAS, during an approval review, the South Carolina Department of Transportation (SCDOT) requested a revision in the cost estimate for the project; and

WHEREAS, after a request by the South Carolina Department of Transportation (SCDOT), the City Engineer has provided a revised cost estimate of \$350,000 for the improvements; and

WHEREAS, the Federal government will continue to reimburse the City for up to eighty percent of eligible project costs and City of North Augusta would be responsible for a local match of twenty percent or more; and

WHEREAS, the SCDOT has requested the City of North Augusta revise letters expressing support for the application and commitment to provision of matching funds.

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council for the City of North Augusta, in meeting duly assembled and by the authority thereof, that the City Administrator is hereby authorized to take such steps as necessary to write a revised letter of support to the SCDOT expressing the continued commitment of the City of North Augusta to the Knobcone Avenue sidewalk project.

DONE, RATIFIED, AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF JUNE, 2020.

Robert A. Pettit, Mayor

ATTEST:

Sharon Lamar, City Clerk



100 Georgia Avenue
North Augusta, SC
29841-3843

Post Office Box 6400
North Augusta, SC
29861-6400

City of North Augusta

June 8, 2020

Re: North Augusta TAP Project Submittal Letter of Support, Knobcone Avenue Sidewalk

Dear TAP Project Review Committee, ARTS Policy Committee and SCDOT Commission:

Please accept this letter as an indication of the continued support of the City Council of North Augusta. We believe this project is necessary to provide a safer route for school children between our Knox Middle School and North Augusta High School campuses.

Attached is a copy of the resolution of support.

Sincerely,

Rachelle Moody
Interim City Administrator

Attachment

ATTACHMENT #13

RESOLUTION NO. 2020-27

AUTHORIZING THE CITY ADMINISTRATOR TO PROVIDE A LETTER OF SUPPORT FOR THE PLANNING AND DEVELOPMENT DEPARTMENT'S TRANSPORTATION ALTERNATIVE PROGRAM APPLICATION TO THE SOUTH CAROLINA DEPARTMENT OF TRANSPORTATION FOR EXTENSION OF THE GREENEWAY TO MAYFIELD DRIVE

WHEREAS, the City of North Augusta has applied to the South Carolina Department of Transportation to fund the extension of the Greenway from its terminus at Woodstone Subdivision to Mayfield Drive; and

WHEREAS, a portion of this project is identified on the City of North Augusta Greenway, Pedestrian and Bicycle Master Plan; and

WHEREAS, the City Engineer has provided a cost estimate of \$97,315.20 for the improvements; and

WHEREAS, the Federal government will reimburse the City for up to eighty percent of eligible project costs and City of North Augusta would be responsible for a local match of twenty percent or more; and

WHEREAS, the SCDOT has requested the City of North Augusta provide letters expressing support for the application and commitment to provision of matching funds.

NOW THEREFORE BE IT RESOLVED by the Mayor and City Council for the City of North Augusta, in meeting duly assembled and by the authority thereof, that the City Administrator is hereby authorized to take such steps as necessary to write a letter of support and commitment for funding match as required for this project.

DONE, RATIFIED, AND ADOPTED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF NORTH AUGUSTA, SOUTH CAROLINA, ON THIS ____ DAY OF JUNE, 2020.

Robert A. Pettit, Mayor

ATTEST:

Sharon Lamar, City Clerk



100 Georgia Avenue
North Augusta, SC
29841-3843

Post Office Box 6400
North Augusta, SC
29861-6400

City of North Augusta

June 8, 2020

Re: North Augusta TAP Project Submittal Letter of Support, Greenway Extension

Dear TAP Project Review Committee, ARTS Policy Committee and SCDOT Commission:

Please accept this letter as an indication of the support of the City Council of North Augusta for the Greenway Extension application.

Attached is a copy of the resolution of support.

Sincerely,

Rachelle Moody
Interim City Administrator

Attachment

