



CITY COUNCIL MEETING
BACK-UP MATERIALS
FOR
DECEMBER 7, 2020



TO: Mayor and City Council

FROM: Jim Clifford, City Administrator

DATE: December 4, 2020

SUBJECT: Regular City Council Meeting of December 7, 2020

REGULAR COUNCIL MEETING

ITEM 5. PLANNING AND DEVELOPMENT: Ordinance No. 2020-34 – Amending Article 3, Zoning Districts, of the North Augusta Development Code, Chapter 18 of the City of North Augusta, South Carolina Code of Ordinances; Ordinance – Final Reading

An ordinance has been prepared for Council’s consideration on final reading to amend Article 3, Zoning Districts, of the North Augusta Development Code, Chapter 18 of the City of North Augusta, South Carolina Code of Ordinances.

Please see ATTACHMENT #5 for a copy of the proposed ordinance.

ITEM 6. ELECTIONS: Ordinance No. 2020-35 – Complying with Sections 10-1 and 10-2 of the Code of Laws of North Augusta, South Carolina by Setting the Dates for Municipal Party Primaries, Conventions, and Partisan General Election, Times for Filing of Nominating Petitions, Certification of Candidates by Parties, and Certification of Candidates by Municipal Election Commission; Ordinance – Final Reading

An ordinance has been prepared to Council’s consideration on final reading to set the dates for the Municipal Party Primaries, Conventions, and Partisan General Election, timed of filing nominating petitions, certification of candidates by parties, and certification of candidates by Municipal Election Commission.

Please see ATTACHMENT #6 for a copy of the proposed ordinance.

ITEM 7. FINANCE: Resolution No. 2020-56 – A Resolution Authorizing Distribution of a One-Time Bonus Payment to Employees in Lieu of a Merit Based Increase in 2020 and Authorizing Distribution of a 2% Merit Based Employee Pay Increase in 2021

A resolution has been prepared for Council's consideration to approve a resolution authorizing distribution of a one-time bonus payment to employees in lieu of a merit based increase in 2020 and authorizing distribution of a 2% merit based employee pay increase in 2021.

Please see ATTACHMENT #7 for a copy of the proposed resolution and Exhibit A.

ITEM 8. PLANNING AND DEVELOPMENT: Planning Commission Recommendation Memorandum #20-033 and Project Staff Report: ANZ20-036 Mayfield Drive, Greenway Extension; Receipt of Information

At the November 19, 2020 Planning Commission meeting, the Planning Commission reviewed the zoning for application ANX20-036, Mayfield Drive parcel 005-10-05-016. The Planning Commission unanimously recommended a P, Public Use zoning. The memorandum and report are provided for Council's information.

Please see ATTACHMENT #8 for a copy of the memo and report.

ORDINANCE NO. 2020-34
AMENDING ARTICLE 3, ZONING DISTRICTS, OF THE NORTH AUGUSTA
DEVELOPMENT CODE, CHAPTER 18 OF THE CITY OF NORTH AUGUSTA, SOUTH
CAROLINA CODE OF ORDINANCES

WHEREAS, on December 17, 2007, by Ordinance 2007-22, the North Augusta City Council adopted the North Augusta Development Code which is consistent with the City's Comprehensive Plan and which incorporates all City zoning and land development regulations; and

WHEREAS, pursuant to Section 5.3.3.2 Text Amendments in Article 5, Approval Procedures, of the North Augusta Development Code, any person, property owner, board, commission, department or the City Council may apply for a change in zoning ordinance text; and

WHEREAS, the North Augusta Planning Commission, following a October 15, 2020, public hearing, reviewed and considered a request by the Planning and Development Department to amend Article 3, Section 3.8.6 entitled "NP, Neighborhood Preservation Corridor Overlay District," of the North Augusta Development Code to allow Special Exceptions within the overlay. The Planning Commission report has been provided to City Council for consideration.

The Mayor and City Council have reviewed the request as well as the report from the Planning Commission and has determined that the change to the text of the Development Code is appropriate.

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. The North Augusta Development Code, Chapter 18 of The City of North Augusta, South Carolina Code of Ordinances, Providing for New Zoning and Land Development Regulations for the City of North Augusta, South Carolina, is hereby amended and shall read as described in the following section. The section of the Code affected by the proposed amendment is identified by the section number.

A. Article 3, NP, Neighborhood Preservation Corridor Overlay District, Section 3.8.6.2, Permitted Uses, is amended to read:

3.8.6.2.1 Permitted nonresidential uses may be located on the first floor only. Upper stories may be used for residential and accessory storage uses only unless allowed by Special Exception. Parking is not permitted as a principal use.

And

3.8.6.2.3 Uses which require a special exception may be granted by the Board of Zoning Appeals with conditions.

B. Any other needed formatting will be edited to reflect new page numbers, titles or item numbering associated with the text changes outlined herein.

- II. All other Ordinances or parts of Ordinances in conflict herewith are, to the extent of such conflict, hereby repealed.
- III. This Ordinance shall become effective immediately upon its adoption on second 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_____

Second Reading_____

Robert A. Pettit, Mayor

ATTEST:

Sharon Lamar, City Clerk

ATTACHMENT #6

ORDINANCE NO. 2020-35
COMPLYING WITH SECTIONS 10-1 AND 10-2 OF THE
CODE OF LAWS OF NORTH AUGUSTA, SOUTH CAROLINA,
BY SETTING THE DATES FOR MUNICIPAL PARTY PRIMARIES, CONVENTIONS,
AND PARTISAN GENERAL ELECTION, TIMES FOR FILING OF NOMINATING
PETITIONS, CERTIFICATION OF CANDIDATES BY PARTIES, AND
CERTIFICATION OF CANDIDATES BY MUNICIPAL ELECTION COMMISSION

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. The 2021 Municipal General Election for Purposes of electing the mayor and three members of City Council for the City of North Augusta, South Carolina, on Tuesday, April 27, 2021, with a run-off, if necessary, on May 11, 2021.

- II. The filing and certification dates are hereby set for the 2021 Municipal Party Primaries and General Election as follows:
 - A. The time for entry of candidates into party primaries or conventions shall commence at 9:00 A. M., December 14, 2020, and shall end at 12:00 Noon, December 21, 2020. Entries shall be made to the chairperson of the respective parties.
 - B. Primary elections, if selected by a party, shall be held on February 9, 2021, with a run-off, if necessary, on February 23, 2021.
 - C. Conventions, if selected by a party, shall be held no later than February 9, 2021.
 - D. The deadline for filing nominating petitions to the Municipal Election Commission shall be 12:00 Noon, February 10, 2021. Candidates may file by petition with no less than 5% of qualified electors.
 - E. The deadline for parties to certify candidates selected by primary or convention to the Municipal Election Commission shall be 12:00 Noon, February 26, 2021.
 - F. The certification of the candidates by petition, primary, or convention by the Municipal Election Commission shall be no later than 12:00 Noon, March 1, 2021.

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 second 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 _____

Second Reading _____

Robert A. Pettit, Mayor

ATTEST:

Sharon Lamar, City Clerk

ATTACHMENT #7

RESOLUTION NO. 2020-56

A RESOLUTION AUTHORIZING DISTRIBUTION OF A ONE-TIME BONUS PAYMENT TO EMPLOYEES IN LIEU OF A MERIT BASED INCREASE IN 2020 AND AUTHORIZING DISTRIBUTION OF A 2% MERIT BASED EMPLOYEE PAY INCREASE IN 2021

WHEREAS, on December 2, 2019, City Council adopted a balanced budget for the fiscal year beginning on January 1, 2020, and ending on December 31, 2020 which included a 2% merit based employee pay increase effective July 1, 2020; and

WHEREAS, the City determined that amendments to the General Fund and Riverfront Central Core Funds were necessary due to the outbreak of the 2019 Novel Coronavirus Disease (“COVID-19”); and

WHEREAS, on July 20, 2020, City Council adopted a balanced budget adjustment retaining the 2% merit based employee pay increase with the implementation date subject to review of the City’s financial performance amidst the COVID-19 pandemic; and

WHEREAS, upon review of the City’s current financial performance as of October 31, 2020, the City estimates a transfer of surplus to the Capital Projects Fund in excess of the amount transferred in the prior year; and

WHEREAS, the City wishes to proceed with a one-time 1% bonus payment to eligible employees in lieu of the budgeted 2% mid-year retroactive merit based increase for 2020; and

WHEREAS, on November 2, 2020 City Council adopted a balanced budget for the fiscal year beginning on January 1, 2021, and ending on December 31, 2021 that includes the 2% merit based increase originally anticipated to be distributed in 2020.

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

1. Funding for the one-time 1% bonus payment to eligible employees is to come from the City’s operating funds not to exceed \$90,000 from the General Fund, \$5,000 from the Stormwater Fund, \$16,000 from the Sanitation Fund, \$19,000 from the Utilities Fund and \$600 from the Riverfront/Central Core Fund.
2. Implementation of a 2% merit based employee increase will be effective with the first full payroll in January 2021 and will be distributed based on annual performance evaluations for 2020.
3. Funds for the one-time 1% bonus payment in 2020 and 2% merit based increase in 2021 shall be distributed in accordance with the criteria presented in Exhibit A.

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

Robert A. Pettit, Mayor

ATTEST:

Sharon Lamar, City Clerk

EXHIBIT A

Eligibility Criteria for a One-Time Bonus Payment

1. Employee must be an active employee at the time of distribution and have a hire date prior to October 1 of the bonus year.
2. Employee must have met standards on their most current performance evaluation.
3. Full-time employees with hire dates prior to July 1 of the bonus year will receive 100% of the bonus payment. Part-time employees with hire dates prior to July 1 of the bonus year will receive 50% of the bonus payment.
4. Full-time employees with hire dates of July 1 to September 30 of the bonus year will receive 50% of the bonus payment. Part-time employees with hire dates of July 1 to September 30 of the bonus year will receive 25% of the bonus payment
5. Any deviation from these criteria are to be reviewed by the Human Resources Manager and approved by the City Administrator.

Eligibility Criteria for a Merit Based Pay Increase

1. Employee must be a full-time active employee at the time of distribution.
2. Employee must have had an annual performance evaluation and met standards for the year prior to the distribution.
3. Merit is not to be in addition to other merit increases such as salary adjustment on grade, promotion, or raise budgeted to begin in the distribution year.
4. Any deviation from these criteria are to be reviewed by the Human Resources Manager and approved by the City Administrator.

**Department of Planning
And Development**



Memorandum # 20-033

To: Jim Clifford, City Administrator
From: Libby Hodges, Director
Subject: Mayfield Drive Annexation Zoning Review
Date: November 30, 2020

At the November 19, 2020, Planning Commission meeting, the Planning Commission reviewed the zoning for application ANX20-036, Mayfield Drive parcel 005-10-05-016. The Commission unanimously recommended a P, Public Use zoning for the parcel.

Attached you will find copy of the staff report and attachments for the case.

The request is being forwarded for consideration at the next available City Council meeting.

Please contact me with any questions.

Project Staff Report

ANX20-036 Mayfield Drive, Greenway Extension

Prepared by: Libby Hodges

Meeting Date: November 19, 2020

SECTION 1: ANNEXATION REQUEST SUMMARY

Address/Location	Mayfield Drive, Greenway Extension
Parcel Number	005-10-05-016
Total Development Size	± 0.23 acres
Zoning Requested	P, Public Use
Future Land Use	Low Density Residential

SECTION 2: PLANNING COMMISSION CONSIDERATION

The City of North Augusta has requested to annex a parcel owned by the City for the purpose of extending the North Augusta Greenway through the Woodstone Development to Mayfield Drive.

NADC § 18.3.7 Additional Reviews

18.3.7.3 Annexation – All proposed annexations, where the requested zoning is inconsistent with the Land Use Element of the Comprehensive Plan or differs from zoning on adjacent property, shall be reviewed by the Planning Commission for conformity and consistency with the Comprehensive Plan and recommendations regarding the zoning to be applied to the property to be annexed shall be forwarded to the City Council in accordance with the Planning Commission recommendation procedures specified in Article 5, Approval Procedures.

The Planning Commission is being asked to make a recommendation regarding the zoning classification of this property prior to annexation.

SECTION 3: EXISTING SITE CONDITIONS

	<u>Existing Land Use</u>	<u>Future Land Use</u>	<u>Zoning</u>
Subject Parcel	Vacant	Low Density Residential	RC, Residential Single-Family Conservation, (Aiken County)
North	Single-Family Residential	Low Density Residential	RC, Residential Single-Family Conservation, (Aiken County)
South	Single-Family Residential	Low Density Residential/Parks, Recreation, Open Space, and Conservation	PD, Planned Development
East	Vacant	Low Density Residential	RC, Residential Single-Family Conservation, (Aiken County)
West	Single-Family Residential	Low Density Residential	RC, Residential Single-Family Conservation, (Aiken County)

SECTION 4: STAFF EVALUATION AND ANALYSIS

3.6.4.3 Permitted Uses – The uses listed in Table 3-7 are permitted in the P, Public Use District, subject to the issuance of a conditional use permit as required by Article 5, Approval Procedures. Public lands that are reserved or designated for environmental protection, open space or other natural state should be zoned in the CR, Critical Areas District, rather than the P, Public Use District.

It should be noted that the size of the property is not conducive to any large public building facilities, as the property is too narrow and the topography is challenging. Zoning the property as “P” will facilitate its use as public land, similar to the rest of the existing Greenway. Item 6 allows the use as, “Open space, park or active recreational uses operated on a non-commercial basis.” The property was given to the City of North Augusta by North Augusta Forward to facilitate this connection.

TABLE 3-7 USES PERMITTED IN THE P, PUBLIC USE DISTRICT

A		B	C	D
Permitted Uses		LBCS Function Code	LBCS Structure Code	NAICS Code
1.	Fire, sheriff, and emergency services	6400-6430	4500-4530	922120
2.	Government offices or other governmental civic uses or facilities such as courts and city halls	6200 - 6221		92
3.	Libraries	4242	4300	519120
4.	Museums, galleries			712110
5.	Maintenance of government buildings and grounds, including equipment storage	2450		561210
6.	Open space, park or active recreational uses operated on a non-commercial basis		5500	712190
7.	Post office	6310		491
8.	Recreation centers	5380	3200	713940
9.	Schools, academic, continuance, alternative, adult, colleges and universities, and technical, trade, and other specialty schools	6124-6140	4220	6113
10.	Public utility storage and service yards	2450		2211 2212 2213
11.	Sewage treatment plant, pump stations, or lift stations	4340	6300-6314 6350-6356	22132
12.	Solid waste collection centers, solid waste transfer stations, recyclable materials, yard waste and similar items	4343		562111 562119
13.	Water supply facilities including pump stations, dams, levees, culverts, water tanks, wells, treatment plants, reservoirs, and other irrigation facilities		6200-6290	221310
14.	Service providers of water, sewer, electricity, natural gas, telephone, cable and internet and improved or utilized for the delivery of the public service (power generating or transforming stations, transmission and distribution lines and facilities, switching stations, etc.)	4300	6000	221 517

The Comprehensive Plan supports the use of the property to extend the Greenway through Core Principle 6, Robust Parks, Recreation & Greenway Network. Given the growth occurring on the northwest side of North Augusta, it is important to set aside the proper infrastructure, including recreational land to facilitate these extensions. Based on these factors, staff believes recommending a “P, Public Use” zoning for the property is appropriate.

SECTION 5: ATTACHMENTS

Aerial Map
Topography Map
Zoning Map
Proposed Zoning Map
Future Land Use
Application Documents

cc Jim Clifford, City Administrator: jclifford@northaugusta.net







