

NORTH AUGUSTA

SOUTH CAROLINA'S RIVERFRONT

FOIA 2023-66

Date: June 21, 2023

TO: Aaliyah Endsley
aendsley@partneresi.com

RE: FREEDOM OF INFORMATION REQUEST

Copy to:
Kelly Zier - City Attorney
Captain Charles Williams – Public Safety
Mark Timmerman – Building Standards Superintendent
Tommy Paradise – Planning & Development Director
Landon Terry – Code Enforcement

PLEASE BE ADVISED that the City of North Augusta has received your Freedom of Information Act (FOIA) request the 21st day of June 2023. Such request has been forwarded to the appropriate department for response. In addition, a copy of said request has been forwarded to the office of the City Attorney for his review.

The City Attorney will make a determination as to whether the request is a proper request under the FOIA act. The appropriate department will advise as to what materials, documents, etc. may be available. That department will also provide information indicating the approximate time involved related to the retrieval of the documentation, and also the amount of material that would need to be copied in order to comply with the request. At such time as a response is received from the City Attorney and the appropriate department, we will then notify you of the response of the City to your FOIA request. In the event that the request is deemed appropriate and permissible under the FOIA act, we will advise you of same and also provide an estimate of the costs that would be related to responding to said request. In the event that it is determined that the FOIA request is not proper and not permitted by the act, you'll also be advised of that decision.

A response to your request will be made within the time limits as established by section 20-4-30(c) of the FOIA act. Specifically, this requires that said response be provided within 10 business days for any record requested that is less than 24 months old. A request for a record that is more than 24 months old, is to be responded to within 20 business days from the date of the receipt of your request. The City would not normally require the full period in order to respond, but reserves its right under the act to do so.

The response as required by the Act as referred to in the above paragraph is NOT the delivery of the documents. It is a response advising the person making the FOIA request of the City's determination as to the public availability, of the requested public records. The ACT further provides that if the request is granted, the document must be furnished or made available for inspection or copying no later than thirty (30) calendar days from the date on which the final determination as to the availability of the documents is made, unless the record are more than twenty-four (24) months old, in which case the Public Body is to provide such records no late than thirty-five (35) calendar days from the date on which the final determination was provided. In the event that a deposit for the costs of providing the documentation is required, the providing of the

NORTH AUGUSTA

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documents would be based upon the date on which the deposit is received. In such case, the time remains thirty (30) or thirty-five (35) calendar days based upon the age of the documents requested.

In the event that the response to your request is positive and the costs associated with retrieving and providing the data is minimal, in most cases, the City would forward the documentation to you with a statement for the costs. An example of charges would be 15¢ per page for black and white copies, 20¢ per page for color copies. The City does not charge for search and retrieval for fifteen minutes or less. For any time required to research and retrieve the requested information more than 15 minutes, the City charges, a minimum of \$8.00 per 30 minutes. Pursuant to the act, the charge for searching, retrieving, and redacting records is not to exceed the hourly wage of the lowest paid employee on the public body staff, who has the skill and training to fulfill the request. Therefore, the charge could be in excess of the \$8.00 per 30 minutes, if a regular clerical person is unable to perform the services. The specific FOIA Fee schedule, as adopted by the City is available for review online. In the event that the costs are considered to be of more than a nominal amount, the City would reserve the right to require a deposit of 25% of anticipated costs to be made before assembling, copying and delivering the materials. This would also provide to you the opportunity to determine if you desired to proceed with the request in light of the costs.

NOTICE: SOUTH CAROLINA LAW PROVIDES THAT “IT IS A CRIME TO KNOWINGLY OBTAIN OR USE PERSONAL INFORMATION FROM A PUBLIC BODY FOR COMMERCIAL SOLICITATION.” Section 30-2-50

Jamie Paul

Jamie Paul, City Clerk, CMC

City of North Augusta, South Carolina

From: [Endsley, Aaliyah](#)
To: [Paul, Jamie](#)
Subject: FOIA Request-Georgia 22 #3924-158 Laurel Lake Drive, NORTH AUGUSTA, SC 29860 REF#23-408542.60
Date: Tuesday, June 20, 2023 4:31:59 PM
Attachments: [FOIA Request- 158 Laurel Lake Drive.docx](#)

Good afternoon,

We are doing a zoning report on the property located at **158 Laurel Lake Drive**.

Please see the attached request for the following information.

- Copies of open/unresolved Zoning, Building, and Fire Code Violations.
- Copies of Variances, Conditional, and/or Special Use Permits
- Copies of Certificates of Occupancy
- A copy of the Final Approved Site Plan
- If there is any Public Improvement projects (i.e. planned easements, expansions, condemnations) that would affect this property

If there is not a response for a requested document can I assume the City has nothing on file?

If you could provide an ETA for when I should receive this information, that would be greatly appreciated!

Aaliyah Endsley
Zoning Assistant

PARTNER ENGINEERING AND SCIENCE, INC.

The Kingman Building
100 E. California Avenue, Suite 400
Oklahoma City, OK 73104
Direct Line:405-669-2922

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June 20, 2023

City of North Augusta

FOIA
100 Georgia Avenue
North Augusta , SC, 29841

Subject: FOIA Request

Property Name: Georgia 22 #3924
Property Address: 158 Laurel Lake Drive
North Augusta South Carolina 29860

Year Built: 2021
Parcel Number: 010 18 08 001
Project Number: 23-408542.60

To Whom It May Concern,

Partner has been engaged by our client to conduct due diligence research and prepare a Zoning Report on the above-mentioned property. Please provide copies or advise how to obtain the following:

- Variances, Special Exceptions, Zoning Reliefs/Waivers, or Conditional/ Special Use Permits.
- Planned Unit Development including approvals, meeting minutes/agenda from the public hearing, resolutions, and other applicable ordinances.
- Approved Site Plan and/or conditions of approval for building height, setbacks, parking, density, uses, and lot size.
- Current open/active zoning, building, or fire code violations on file.
 - Please provide inspection reports and Notice(s) of Violation
- Certificates of Occupancy (COs) or Temporary Certificate(s) of Occupancy (if under construction) for the shell of the building(s) and any current tenants.
- Copies or evidence of any current or future plans for roadway construction, repaving/resurfacing projects, easements, land condemnation proceedings, or other such activity that would affect the placement of property lines, immediately surrounding roads, disrupt traffic flow in proximity of the Subject, and/or impede access to the property.

Should you expect fees or if there is any portion of our request you cannot complete, please advise me as soon as possible. In order to expedite this request please email your response to me at aendsley@partneresi.com. If have questions or concerns, please don't hesitate to contact me. In the event that you need to send hard copies, please mail them to the address below.

Aaliyah Endsley, Zoning Assistant
Partner Engineering and Science, Inc.
100 E California Avenue, Suite 400
Oklahoma City, OK 73104
Direct Office: 405-669-2922 | Fax: 732-510-5487
