

# NORTH AUGUSTA

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## SOUTH CAROLINA'S RIVERFRONT

FOIA 2023-72

**Date:** July 19, 2023

**TO:** Ivy Ann Cojuangco  
Ivyann.cojuangco@jll.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

PLEASE BE ADVISED that the City of North Augusta has received your Freedom of Information Act (FOIA) request the 17th day of July 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

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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*

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Jamie Paul, City Clerk, CMC

City of North Augusta, South Carolina

**From:** [Cojuangco, IvyAnn](#)  
**To:** [Paul, Jamie](#)  
**Subject:** Information Request for Property - 505 E. Martintown Road North Augusta  
**Date:** Monday, July 17, 2023 11:28:04 AM

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## To Building Department

We are conducting a property condition assessment of **505 E. Martintown Road, North Augusta**. In regard to this property:

- Are there open, unresolved building code violations on file for the property? (If yes, please provide us details.)
- Does the department conduct regular, routine code compliance inspections of this type of property? (if yes, please provide the date of the most recent inspection.)
- Please provide us with the current Certificate(s) of Occupancy for the property.

Please let us know if there are any costs associated with processing this request prior to processing. We are requesting a response via email. Thank you for your attention to this request.

Regards,

**Ivy Ann Cojuangco**  
Data Analyst  
Value and Risk Advisory  
JLL  
E: [IvyAnn.Cojuangco@jll.com](mailto:IvyAnn.Cojuangco@jll.com)  
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**From:** [Cojuangco, IvyAnn](#)  
**To:** [Paul, Jamie](#)  
**Subject:** Information Request for Property - 505 E. Martintown Road North Augusta  
**Date:** Monday, July 17, 2023 11:30:16 AM

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### To Building Department

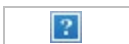
We are conducting an environmental assessment of **505 E. Martintown Road, North Augusta**. In regard to this property:

- Are you aware of any environmental issues at or adjacent to the property? If yes, please provide us details.
- Are you aware of any petroleum, chemical, or hazardous waste storage tanks that are active or have been installed, removed, or closed located on the property? If yes, please forward copies of all permits, inspection reports, closure documentation, etc.
- Are you aware of asbestos or lead paint abatements conducted on the site? If yes, please forward copies of all permits, inspection reports, documentation, etc. regarding same.

Please let us know if there are any costs associated with processing this request prior to processing. We are requesting a response via email. Thank you for your attention to this request.

Regards,

**Ivy Ann Cojuangco**  
Data Analyst  
Value and Risk Advisory  
JLL  
E: [IvyAnn.Cojuangco@jll.com](mailto:IvyAnn.Cojuangco@jll.com)  
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**From:** [Cojuangco, IvyAnn](#)  
**To:** [Paul, Jamie](#)  
**Subject:** Information Request for Property - 505 E. Martintown Road North Augusta  
**Date:** Monday, July 17, 2023 11:40:38 AM

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## To Fire Department

We are conducting a property condition assessment of **505 E. Martintown Road, North Augusta**. In regard to this property:

- Are there open, unresolved fire code violations on file for the property? (If yes, please provide us details.)
- Does the department conduct regular, routine code compliance inspections of this type of property? (if yes, please provide the date of the most recent inspection.)

Please let us know if there are any costs associated with processing this request prior to processing. We are requesting a response via email. Thank you for your attention to this request.

Regards,

**Ivy Ann Cojuangco**  
Data Analyst  
Value and Risk Advisory  
JLL  
E: [IvyAnn.Cojuangco@jll.com](mailto:IvyAnn.Cojuangco@jll.com)  
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**From:** [Cojuangco, IvyAnn](#)  
**To:** [Paul, Jamie](#)  
**Subject:** Information Request for Property - 505 E. Martintown Road North Augusta  
**Date:** Monday, July 17, 2023 11:41:51 AM

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### To Fire Department

We are conducting an environmental assessment of **505 E. Martintown Road, North Augusta**. In regard to this property:

- Does the department have records of any active or inactive above or underground storage tanks at the property? If yes, please provide tank details and copies of any documents/reports regarding same.
- Is the department aware of any leaking above or underground storage tanks on or around property? If so, please provide copies of any documents/reports regarding same.
- Does the department have any records of hazardous, toxic, or flammable materials or wastes used or stored at the property? If so, please provide details and copies of any related records.
- Have you responded to any fires or hazardous materials spills on or around the property? If so, please provide details and copies of any related records.

Please let us know if there are any costs associated with processing this request prior to processing. We are requesting a response via email. Thank you for your attention to this request.

Regards,

**Ivy Ann Cojuangco**  
Data Analyst  
Value and Risk Advisory  
JLL  
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