



CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET, CONWAY, SC 29526
MONDAY, FEBRUARY 19, 2024 - 4:00 PM

PLEASE SILENCE ALL ELECTRONIC DEVICES

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE – Mike Roberts, St. Anne’s Episcopal Church

III. APPROVAL OF AGENDA

IV. CONSENT AGENDA

- A. Final Reading of Ordinance #ZA2024-02-19 to annex approximately 0.51 acres located at 3310 Betty Street (PIN 369-12-02-0034), and rezone from the Horry County Residential (SF 20), no mobile homes allowed, district to the City of Conway Low/Medium Residential (R-1) district.
- B. Approval of February 5, 2024 Council Meeting Minutes

V. PUBLIC INPUT

VI. SPECIAL PRESENTATION

- A. Presentation of Employee of the Month for February 2024 – Public Works
- B. Conway Downtown Alive Annual Visitor Center Update (Howard)
- C. Presentation of Keep Conway Beautiful Award (Mileur)

VII. PUBLIC HEARING AND FIRST READING

- A. First Reading and Public Hearing of Ordinance #ZA2024-03-18 (A) to amend the Future Land Use Map (2019-2029) (FLUM) of the City of Conway Comprehensive Plan, relative to property located near the corner of Highway 501 (Church St) and Mill Pond Road (PIN 338-10-01-0015), consisting of a total of 8.96 acres, from the Conservation Preservation (CP) district to the Highway Commercial (HC) and Conservation Preservation (CP) district. (Hucks)
- B. First Reading and Public Hearing of Ordinance #ZA2024-03-18 (B) to amend the Future Land Use Map (2019-2029) (FLUM) of the City of Conway Comprehensive Plan, relative
“I pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of my city.”

to property located at 1904 Rose Hill Drive (PIN 338-16-03-0005), consisting of 0.43 acres, from the Medium-Density Residential (R-2) district to the Highway Commercial (HC) district. (Hucks)

VIII. FIRST READING

- A. First Reading of Ordinance #ZA2024-03-18 (C) to rezone approximately 0.43 acres of property located at 1904 Rose Hill Drive (PIN 338-16-03-0005) from the Medium-Density (R-2) district to the Highway Commercial (HC) district. (Hucks)
- B. First Reading of Ordinance #ZA2024-03-18 (D) to annex approximately 11.53 acres of property located at/near the intersection of Gardner Lacy Road and Highway 501 (PIN 399-00-00-0403), and rezone from the Horry County Highway Commercial (HC) district to the City of Conway Highway Commercial (HC) district. (Hucks)
- C. First reading of Ordinance #ZA2024-03-18 (E) to annex approximately 0.7 acres of property located at 3648 Old Alston Ave (PIN 369-10-02-0004), and rezone from the Horry County Commercial Forest Agriculture (CFA) district to the City of Conway Low/Medium-Density Residential (R-1) district. (Hucks)

IX. CONSIDERATION

- A. Consideration of approval of a name for a new residential development, located on Medlen Parkway – “*Kings Court*.” (Hucks)
- B. Consideration of Authorization of Application for the 2024 Assistance to Firefighters Grant (Hendrick)
- C. Consideration of a Special Event – Running with my Peeps – April 13, 2024 (Rogers)
- D. Consideration of a Special Event – First Baptist Church Easter Jam – March 24, 2024 (Rogers)

X. CITY ADMINISTRATOR’S REPORT

XI. COUNCIL INPUT

XII. ADJOURNMENT

Any citizen of the municipality may make an appearance before City Council concerning any municipal matter with the exception of personnel matters. Persons desiring to speak must notify the City Clerk prior to the beginning of the meeting. However, if you are speaking regarding a public hearing item, then you would do so during that time on the agenda. Please address Council from the podium stating your name, address, and the subject you would like to discuss.

The public may also access the meeting at <https://www.conwaysc.gov/> under the “Latest Events” tab on the home page. If you are unable to attend and would like to voice your concerns or comments regarding a request, please call the City Hall at 843-248-1760 or email ashelley@conwaysc.gov to be received prior to 12:00 noon on February 19, 2024. To assure proper recording of public comments left on the City’s voicemail, callers are urged to clearly pronounce their names and addresses, preferably providing spelling for both.

“I pledge to build a stronger and more prosperous community by advocating for civil engagement, respecting others and their viewpoints, and finding solutions for the betterment of my city.”

DATE: FEBRUARY 19, 2024
ITEM: IV. A.

ISSUE:

Final Reading of Ordinance #ZA2024-02-19 to annex approximately 0.51 acres located at 3310 Betty Street (PIN 369-12-02-0034), and rezone from the Horry County Residential (SF 20), no mobile homes allowed, district to the City of Conway Low/Medium-Density Residential (R-1) district.

BACKGROUND:

The annexation application was submitted by Annaliese Edwards on January 19, 2024, as a requirement to connect to water and/or sewer utilities. According to Horry County Land Records, the property was transferred into the applicant's names on January 2024. The property is within the Sam Johnson subdivision, located between Donald Street and Johnson Street. There is an existing single-family residence on the property. Restrictive covenants were recorded for this property at the time annexation was applied for, on April 27, 1987.

Council has annexed approximately eight properties within the Sam Johnson Subdivision since 2019. Four additional properties located off of Cates Bay Highway, directly behind the subject property also have been annexed in recent years.

CITY OF CONWAY COMPREHENSIVE PLAN:

The Future Land Use Map of the *Comprehensive Plan* identifies this parcel as Low/Medium Density Residential (R-1).

The intent of the R-1 District is to provide for the preservation and expansion of areas for low to medium density, detached single-family residential development in the City of Conway. The district shall present a relatively spacious character, promote quiet, livable neighborhoods, and prohibit uses that are incompatible with the residential nature of the surrounding area.

CITY COUNCIL:

City Council approved First Reading of the ordinance at their February 2nd meeting.

STAFF RECOMMENDATION:

Approve **Final Reading of Ordinance #ZA2024-02-19**.

ORDINANCE # ZA2024-02-19

**AN ORDINANCE TO ANNEX APPROXIMATELY 0.51 ACRES OF PROPERTY
LOCATED AT 3310 BETTY STREET (PIN 369-12-02-0034), AND REQUEST TO
REZONE FROM THE HORRY COUNTY RESIDENTIAL (SF20), NO MOBILE HOMES
ALLOWED, DISTRICT TO THE CITY OF CONWAY LOW/MEDIUM-DENSITY
RESIDENTIAL DISTRICT (R-1) DISTRICT.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY:

SECTION 1. FINDINGS:

A petition has been submitted to the City Council of the City of Conway to annex approximately 0.51 acres of property described herein and represented on a map. The City Council of the City of Conway has determined that the annexation of this area into the City of Conway will be to the advantage of the municipality.

The area proposed for annexation is adjacent to the present City limits. The petition for annexation of land and declared zoning is hereby accepted by the governing body of the municipality of Conway, and made a part of the City of Conway, South Carolina, to wit:

ALL AND SINGULAR, those certain parcels, lots, or tracts of land in Conway Township, County and State aforesaid, containing approximately 0.51 acres of property located at 3310 Betty Street (PIN 369-12-02-0034), and request to rezone from the Horry County Residential (SF20), no mobile homes allowed, district to the City of Conway Low/Medium Residential (R-1) district.

This annexation includes all waterways, roads, and rights-of-way adjacent to the property.
For a more specific description of said property, see attached map.

SECTION 2. APPLICATION OF ZONING ORDINANCE:

The property is admitted as City of Conway Low/Medium Density Residential District (R-1) area under the zoning laws of the municipality.

SECTION 3. EFFECTIVE DATE:

The annexation is effective as of the date of the final reading of this Ordinance.

AND BE IT FURTHER ORDAINED that such changes shall be made on the Official Zoning Map. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

RATIFIED BY CITY COUNCIL, duly assembled, this _____ day of _____, 2024.

Barbara Jo Blain-Bellamy, Mayor

Larry A. White, Mayor Pro Tem

Amanda Butler, Council Member

William M. Goldfinch IV, Council Member

Julie Ann Hardwick, Council Member

Beth Helms, Council Member

Justin D. Jordan, Council Member

ATTEST: Alicia Shelley, City Clerk

First Reading: _____

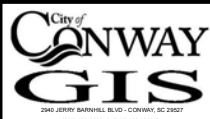
Final Reading: _____

Legend

 PARCELS



PIN #: 369-12-02-0034

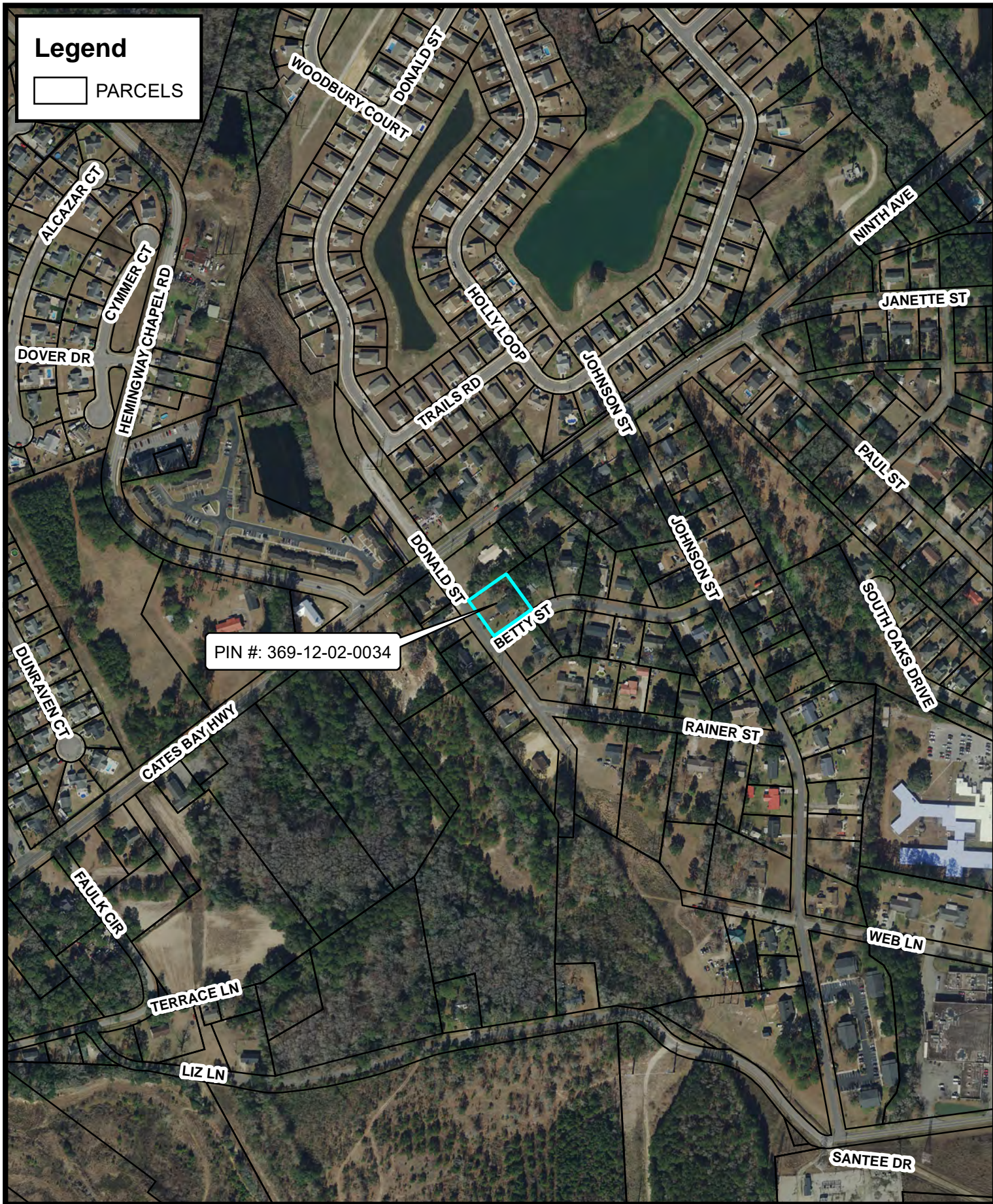


Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.

















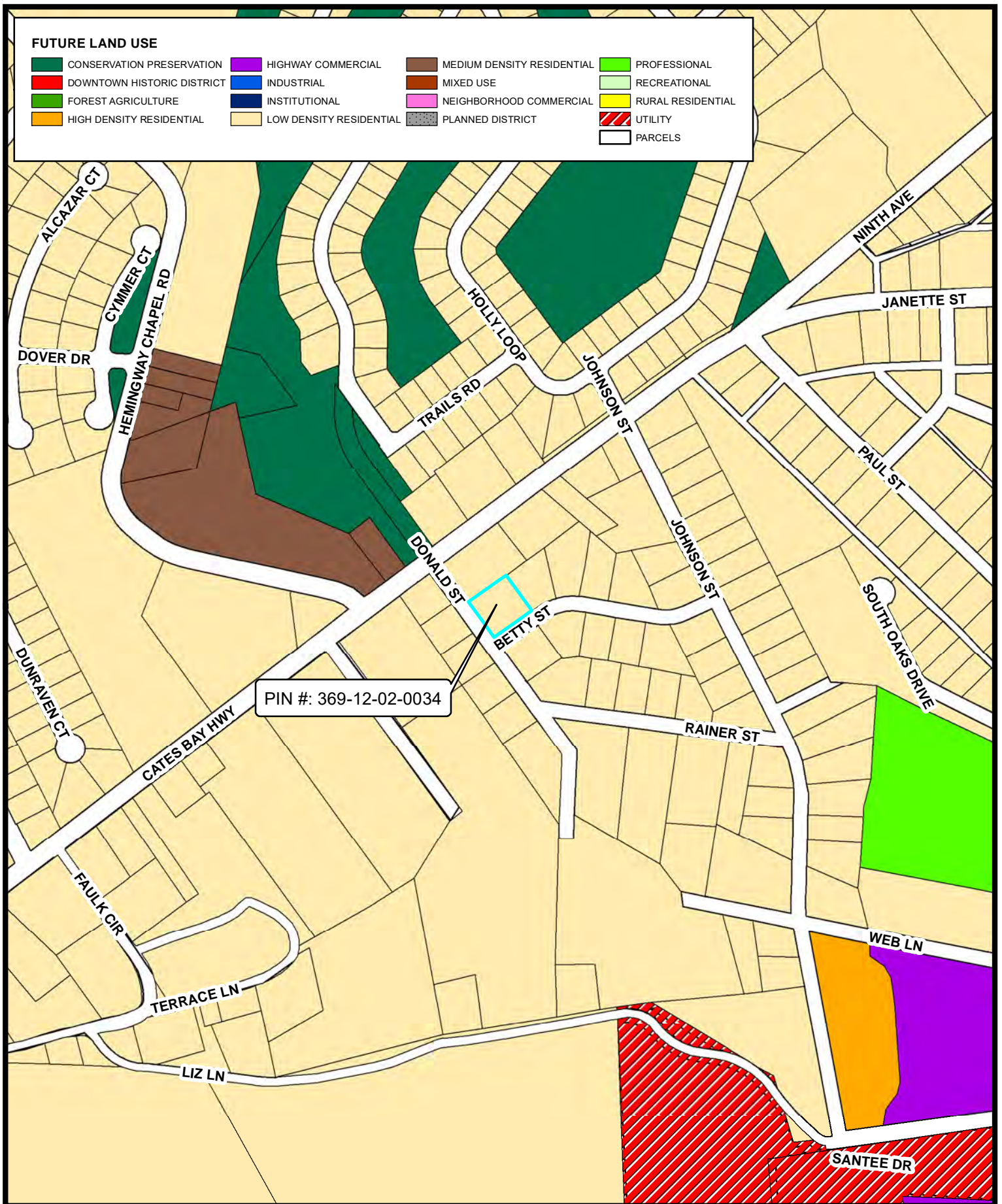
PIN #: 369-12-02-0034
TMS #: 136-11-04-007
3310 BETTY ST
(P24-0017)










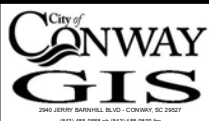
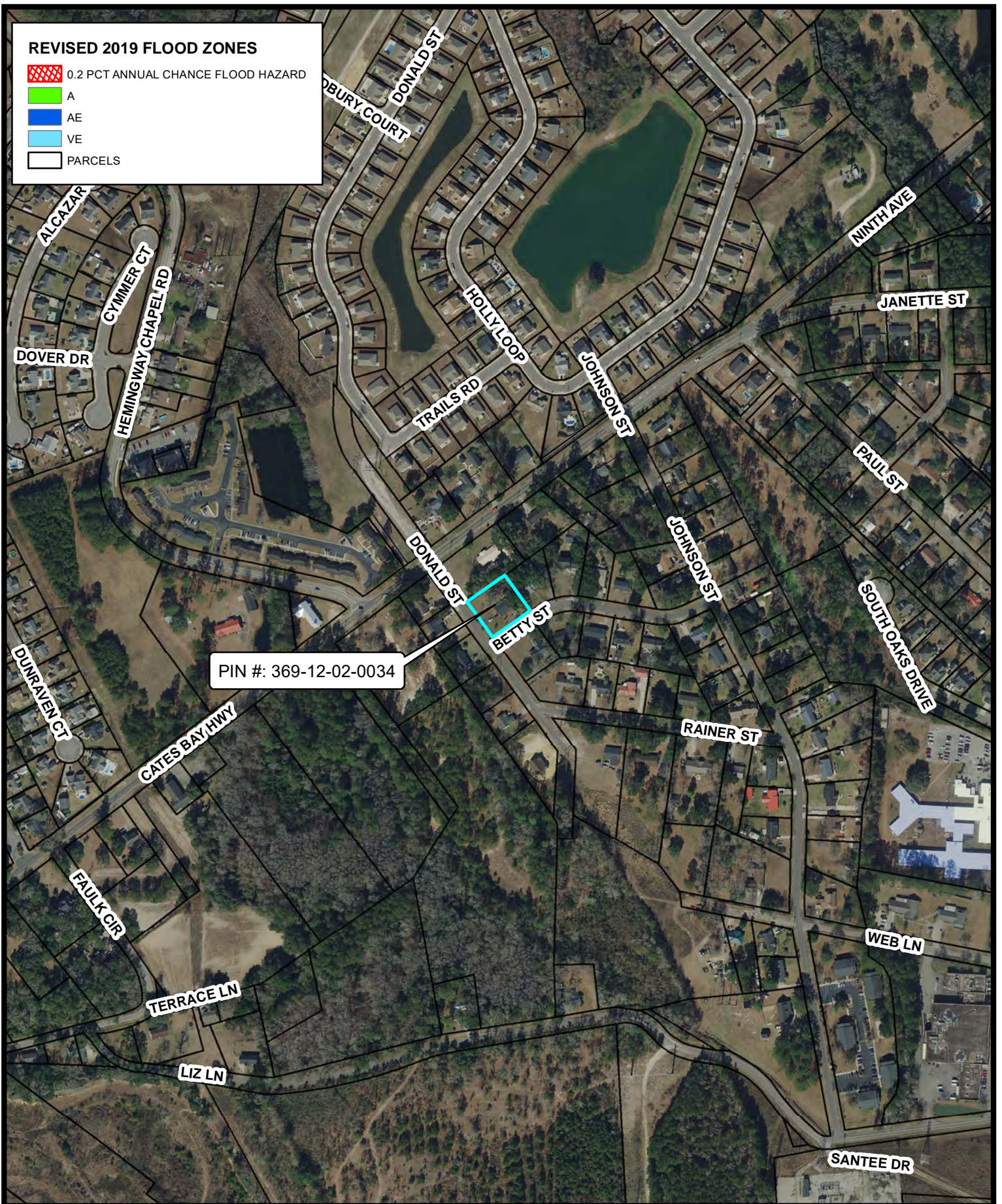
FUTURE LAND USE

 CONSERVATION PRESERVATION	 HIGHWAY COMMERCIAL	 MEDIUM DENSITY RESIDENTIAL	 PROFESSIONAL
 DOWNTOWN HISTORIC DISTRICT	 INDUSTRIAL	 MIXED USE	 RECREATIONAL
 FOREST AGRICULTURE	 INSTITUTIONAL	 NEIGHBORHOOD COMMERCIAL	 RURAL RESIDENTIAL
 HIGH DENSITY RESIDENTIAL	 LOW DENSITY RESIDENTIAL	 PLANNED DISTRICT	 UTILITY
			 PARCELS



REVISED 2019 FLOOD ZONES

-  0.2 PCT ANNUAL CHANCE FLOOD HAZARD
-  A
-  AE
-  VE
-  PARCELS



Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.



PIN #: 369-12-02-0034
TMS #: 136-11-04-007
3310 BETTY ST
(P24-0017)



DATE: April 27, 1987

Conway, South Carolina

WATER AND/OR SEWER CONNECTION APPLICATION-OUT OF CITY
CITY OF CONWAY

I hereby make application for Water and/or Sewer Connection
to my premises at 3310 Betty Street, Conway, S.C. 29526
(Lot 4, Blk. B, Sam Johnson Subdivision). I
agree to abide by all the rules, rates, regulations and ordinances
that are now in force, or may hereafter become in force, governing
the Water/or Sewer Department.

I certify that my property is not located within the City
limits of the City of Conway. I agree that I will annex as a condition
of service. If the City does not desire to annex my property at this
time, I agree to sign a petition for annexation at such time or times
as requested to do so by the City.

Also, as required by City Ordinance, Extension of Water
and Sewer System, attached is a clocked copy of the restrictive covenant
which is filed with the Office of the Clerk of Court for Horry County.

Littig & Blanton
Property Owner(s)

Paid: _____

Date Installed: _____

GENERAL INSTRUCTIONS

PAID
APR 27 1987
CITY OF CONWAY
SOUTH CAROLINA

STATE OF SOUTH CAROLINA)
)
COUNTY OF HORRY)

RESTRICTIVE COVENANT

Littlejohn Blanton (Grantor) seeks permission to connect to the water and/or sewer system of the City of Conway (Grantee). Our property is outside of the corporate limits as described on tax map no. 136-11-04-007, and located at 3310 Betty St., Conway, S.C.. Said property was conveyed by deed recorded in Deed Book 1126, at Page 201, in the Office of the Clerk of Court for Horry County, South Carolina.

We understand and agree that as a condition for connecting to the water and/or sewer system, we will petition, when requested by the City, for annexation to the City of Conway under Section 5-3-150 of the Code of Laws for the State of South Carolina. We understand that it may be necessary to execute a petition for annexation on more than one occasion; however, the final acceptance of said petition rests upon an affirmative vote of a majority of the governing body of the City of Conway.

We understand and agree that should be or our successors violate the petition requirement that the City of Conway has the power to immediately discontinue water and/or sewer services to the premises as well as bring a legal action for nonperformances regarding the petition.

It is further understood and agreeable that the City may inspect and approve the owner's water and/or sewer system prior to connection to insure compliance with City and State standards. An inspection fee, if applicable, may be charged for such inspection in accordance with established City policies.

All rights, powers, and privileges hereby granted to the City of Conway as Grantee shall pass to its heirs, successors and assigns and shall be binding upon the heirs, successors, administrators, executors and assigns of the Grantor. Grantor acknowledges that the conditions of this agreement and this agreement itself is a restriction and covenant on the title to this property and binding upon grantors, heirs, successors and assigns.

IN WITNESS WHEREOF, the undersigned Grantor has hereto set his hand and Seal this 27th of April, 1987.

SIGNED, SEALED AND DELIVERED by
Grantor, in the presence of us
in Horry County, South Carolina:

Dianne B. Rabon

Littlejohn Blanton
Grantor Name

Wade Blanton

Witnesses

Grantor Name

PERSONALLY appeared before me the undersigned witness, and made oath that he/she saw the within-named sign, seal, and as his/her act and deed, deliver the within-written Agreement; and that he/she with the other witness named above witnessed the execution thereof.

SWORN TO BEFORE ME THIS 27th
DAY OF April, 1987.

Wade Blanton
Witness

Dianne B. Rabon
NOTARY PUBLIC FOR SOUTH CAROLINA

MY COMMISSION EXPIRES: 8/15/88

FILED
HORRY COUNTY
1987 APR 27 PM 2:38
BILLIE G. RICHARDSON
CLERK OF COURT



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning
Department 196 Laurel Street, 29526

Phone: (843) 488-9888
Conway, South Carolina

www.cityofconway.com

Instructions:

- Fill out all 3 pages
- Submit signed forms to City of Conway Planning Department

STATE OF SOUTH CAROLINA)
COUNTY OF HORRY)

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF CONWAY

WHEREAS, § 5-3-150 (3) of the Code of Laws of South Carolina provides for the annexation of an area or property which is contiguous to a City by filing with the municipal governing body a petition signed by all persons owning real estate in the area requesting annexation; and

WHEREAS, the undersigned are all persons owning real estate in the area requesting annexation; and

WHEREAS, the area requesting annexation is described as follows, to wit:

NOW, THEREFORE, the undersigned petition the City Council of Conway to annex the below described area into the municipal limits of the City of Conway.

PROPERTY LOCATION/SUBDIVISION: Sam Johnson

PIN: 369 12 02 0034 ACREAGE: _____

PROPERTY ADDRESS: 3310 Betty St. Conway SC 29527

PROPERTY OWNER MAILING ADDRESS: 3310 Betty St. Conway SC 29527

PROPERTY OWNER TELEPHONE NUMBER: 646 675 9251

PROPERTY OWNER EMAIL: annaliese524@gmail.com

APPLICANT: Annaliese Edwards

APPLICANT'S EMAIL: annaliese524@gmail.com

IS THE APPLICANT THE PROPERTY OWNER? CIRCLE: YES ☒ NO ☐

IF NOT: PLEASE INCLUDE A LETTER OF AGENCY OR POWER OF ATTORNEY FROM THE OWNER ADDING RESPONSIBILITY TO THE APPLICANT.

PROPERTY OWNERS (Attach additional sheets if necessary)

Annaliese Edwards [Signature]
(Print) (Signature)

DATE: 01-19-24

(Print)

(Signature)

DATE: _____



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

Is there a structure on the lot: Yes Structure Type: House

Current Use: Residential

Are there any wetlands on the property?

CIRCLE: YES ☐ NO ☒

If yes, please include valid wetland delineation letter from army corps of engineers.

Is the property restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the permitted or proposed use of the land?

CIRCLE: YES ☐ NO ☒

If yes, please explain and provide a copy of covenant and/or restriction.

Is the city a party to any deed restrictions or easements existing on the property?

CIRCLE: YES ☐ NO ☒

If yes, please describe.

Are there any building permits in progress or pending for this property?

CIRCLE: YES ☐ NO ☒

If yes, please provide permit number and jurisdiction.

FEES ARE DUE AT SUBMITTAL.

RI ZONING DISTRICT – NO FEE ALL OTHER ZONING DISTRICTS - \$ 250

PLEASE SUBMIT TO THE PLANNING & DEVELOPMENT DEPARTMENT

planning@cityofconway.com



Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

Phone: (843) 488-9888
Conway, South Carolina

www.cityofconway.com

Notice

All zoning map amendments shall follow the procedures set forth in Section 13.1.7 of the City of Conway Unified Development Ordinance. Amendments to the Official Zoning Map shall be initiated by members of City Council, the Planning Commission, the Planning Director, or owner(s) of the subject property. In order to partially defray the administrative cost of zoning map amendments, the applicant shall pay a filing fee to the City of Conway in the amount of \$250.00 at the time this application is submitted. Planned Development rezonings are \$2,500.00 and Planned Development Amendments are \$500.00, and due at the time of submission. A plat of the property to be rezoned may be required with this application.

PHYSICAL ADDRESS OF PROPERTY: 3310 Betty St. FEE PAID () YES () NO

AREA OF SUBJECT PROPERTY (ACREAGE): 0.51 PIN: 369 12 02 0034

CURRENT ZONING CLASSIFICATION: SF20

COMPREHENSIVE PLAN 2035 FUTURE LAND USE: R1

REQUESTED ZONING CLASSIFICATION: R1

NAME OF PROPERTY OWNER(S):

Annaliese Edwards PHONE # 646 675 9251
Jeffrey Edwards PHONE # 843 333 5246

MAILING ADDRESS OF PROPERTY OWNER(S):

3310 Betty St. Conway SC 29527

I (we) the owner(s) do hereby certify that all information presented in this Zoning Map Amendment Application is correct.

[Signature] 01-19-24
PROPERTY OWNER'S SIGNATURE(S) DATE

[Signature] 19-Jan-24
PROPERTY OWNER'S SIGNATURE(S) DATE

THE APPLICANT OR A REPRESENTATIVE MUST BE PRESENT AT THE MEETING.

CITY OF CONWAY
CITY COUNCIL MEETING
CONWAY CITY HALL
229 MAIN STREET, CONWAY
MONDAY, FEBRUARY 5, 2024 - 4:00 P.M.

PRESENT: Mayor Barbara Jo Blain-Bellamy, Mayor Pro Tem Larry White, Amanda Butler, William Goldfinch, Julie Hardwick, Beth Helms, Justin Jordan.

STAFF: Adam Emrick, City Administrator; Mary Catherine Hyman, Deputy City Administrator; John Rogers, Deputy City Administrator; June Wood, Public Information Officer; Jeff Leveille, Technology Services Director; Allison Williams, Finance Director; Timmy Williams, Hospitality & Beautification Director; Reggie Jenerette, Solid Waste Director; Lynn Smith, Human Resource Director; Rock Rabon, Fleet Maintenance Director; Jessica Hucks, Planning and Development Director; Le Hendrick, Fire Chief; Ashley Smith, Recreation Director; James Friday, Public Utilities Director; Dale Long, Police Chief; Ted Dudley, Public Utilities Deputy Director; Robert Cooper, Construction Services Director; Brandon Harrelson, Public Works Director; Kym Wilkerson, Deputy Planning and Development Director; Jasmin Waites Parker, City Attorney; and Alicia Shelley, City Clerk.

OTHERS: Mark LaScola, Hampton Shuping Jr, Hillary Howard, and Amber Shubrick. There were approximately 40 others in attendance.

CALL TO ORDER: Mayor Blain-Bellamy called the meeting to order. Rev. Robert Bannon, Kingston Presbyterian gave the invocation and led the Pledge of Allegiance.

The requirements for posting notice of this meeting under South Carolina's Freedom of Information Act (FOIA) were met.

APPROVAL OF AGENDA: **Motion:** White made a motion, seconded by Butler, to **approve** the February 5, 2024 meeting agenda. **Vote:** Unanimous. Motion carried.

CONSENT AGENDA:

- A. Final Reading of Ordinance #ZA2024-02-05 (C), to annex approximately 8.96 acres of property located at/near the intersection of Mill Pond Road and Highway 501 (Church Street) (PIN 338-10-01-0015), and rezone from the Horry County Highway Commercial (HC) to the City of Conway Highway Commercial (HC) and Conservation Preservation (CP) zoning districts.**
- B. Final Reading of Ordinance #2024-02-05 (D) amending the Business License Ordinance to update the Class Schedule in accordance with the Business License Standardization Act (2020 ACT No. 176).**
- C. Special Event – Groovin’ on the Green – May 3, 10, 17, 24, and 31, 2024**
- D. Special Event – Gullah Geechee Community Day – February 24, 2024**

E. Approval of Memorandum of Understanding with Georgetown County Sheriff's Office

F. Declare that the State of Emergency relative to the January 2024 severe weather event has ended

G. Approval of January 16, 2024 Council Meeting Minutes

APPROVAL OF CONSENT AGENDA: **Motion:** Goldfinch made a motion, seconded by Jordan to **approve** the February 5, 2024 consent agenda. **Vote:** Unanimous. Motion carried.

PUBLIC INPUT:

- Mark LaScola spoke to Council regarding his water bill charges.
- Cheryl Moore Adamson invited everyone to attend the Horry County Museum event on February 10 titled "A Visual Retrospective of the Whittemore Racepath Community."
- Hampton Shuping thanked the city for sidewalk maintenance and spoke regarding the possibility of a recreation area with a large open space.

There was no further public input. **Motion:** Goldfinch made a motion, seconded by White, to close public input. **Vote:** Unanimous. Motion carried.

SPECIAL PRESENTATION:

A. Presentation of Longevity Awards – January 2024 – 5 Years: David Fassbender, Police – Emrick and Hardwick presented the longevity awards.

B. Report on Activities of the Mayor's Youth Advisory Council – Hernandez, Youth Mayor updated Council on the activities that the Youth Advisory Council has been working on. Hernandez thanked Council and Deputy Administrator Rogers for their support of the Youth Council. Hernandez stated that the Busking Ordinance change has allowed more performing arts from Conway High School students. Hernandez said that the Youth Council would like to see a mural depicting the bridge, river, or a boat.

Goldfinch told the students that he appreciated them stepping up and serving.

C. Discussion of a request to rezone approximately 0.43 acres of property located at 1904 Rose Hill Rd (PIN 338-16-03-0005) from the Medium-Density (R-2) district to the Highway Commercial (HC) district, and to amend the City's Future Land Use Map of the Comprehensive Plan. Hucks stated that the applicants are requesting to rezone the property at 1904 Rose Hill Drive from the medium-density residential (R-2) district to the Highway Commercial (HC) district. Last year, the adjacent parcels with frontage on Grainger Road and Highway 378 were rezoned to Highway Commercial as well. The applicant's agents have stated that the purpose for seeking the rezoning is to develop a "Parkers Kitchen" on the site, and would combine this parcel with the other parcels that were already rezoned to HC. The future land use map of the city's

comprehensive plan identifies the property as medium-density residential, and therefore a future land use map amendment is also being processed, which has been scheduled for a public hearing at the February 19 Council meeting, the same time in which first reading of the rezoning request will be considered. Planning Commission held the public hearing on the rezoning request and the first of the 2 required public hearings on the future land use map amendment at their February 2 meeting, and recommended approval of the requests. Hucks said again, both the rezoning request and future land use map amendment will be on the next council agenda for first reading.

- D. Discussion of a request to annex approximately 11.53 acres of property located at the corner of Gardner Lacy Rd and the corner of Hwy 501 & Conbraco Circle (PIN 399-00-00-0403), and rezone from the Horry County Highway Commercial (HC) district to the City of Conway Highway Commercial (HC) district.** Hucks stated that the applicant has submitted an annexation and rezoning request for the subject property, currently zoned Horry County Highway Commercial. With the exception of signage for the MB National Golf Course, and possibly an old entrance way to the golf course, which is likely still in use as a cut through to Highway 501, the property is vacant. Across Gardner Lacy Road, there is property currently in the city limits, zoned Light Industrial (LI). The parcel abuts property in the county's jurisdiction, zoned Horry County Limited Industrial and Horry County Highway Commercial. Adjacent uses are institutional or industrial-related uses, with the close proximity of Carolina Forest High School and the old Conbraco plant, which is now Aalberts Integrated Piping Systems, as well as several industrial or manufacturing uses along Gardner Lacy Road. Along Highway 501 there is an existing gas station and another parcel with a structure that once contained a vape shop that is adjacent to the subject property. The city's future land use map identifies the parcel as Highway Commercial as well. Planning Commission held the required public hearing at the February 1 meeting and recommended approval of the requested zoning of HC upon annexation. This request is scheduled for first reading at the February 19 Council meeting.

FIRST READING:

First Reading of Ordinance #ZA2024-02-19 to annex approximately 0.51 acres located at 3310 Betty Street (PIN 369-12-02-0034), and rezone from the Horry County Residential (SF 20), no mobile homes allowed, District to the City of Conway Low/Medium Residential (R-1) District. Hucks stated that this annexation petition was submitted last month as a requirement to connect to city utilities. There is an existing single-family structure on the property. Restrictive covenants were recorded for the property in 1987. The city's future land use map identifies the property as low/medium density residential (R-1), and several properties adjacent to this one has been annexed over the last few years. Hucks said that staff recommends approval of first reading of the request.

White asked if letters had been sent to residents in this area requesting annexation. Hucks said no.

Motion: White made a motion, seconded by Blain-Bellamy, to **approve** first reading of Ordinance #ZA2024-02-19. **Vote:** Unanimous. Motion carried.

CONSIDERATION:

- A. Consideration of the non-exclusive Franchise Agreement between the City of Conway and Antonio Knight, D.B.A. Peel Scooters, Ordinance #ZA2023-02-20, to end the pilot program status.** Hucks stated that in February of 2023, Council approved a franchise agreement for Peel Scooters, as a 6-month pilot program. The franchise agreement included city properties located at Collins Park, Riverwalk Park, Kingston Park, the Town Green, Conway Downtown Alive offices at the corner of 5th and Main, the parking lot across from City Hall and the parking lot adjacent to the Riverwalk. In August of last year, the agreement came back to council for consideration, at the end of the first 6-month pilot program. At that time, staff had received complaints of the scooters being left in regular parking spaces, on public sidewalks, or on other properties that were not included as part of the franchise agreement. The applicant stated during the August meeting that the scooters were picked up each evening and brought back to the approved locations each morning. Council also discussed possible time restrictions on when the scooters could be rented. Ultimately, Council voted to extend the pilot program status of the franchise agreement for another 6 months, and that 6 months has now expired and is back up for consideration to remove the pilot program status.

Hucks stated that the applicant can elaborate on the improvements or adjustments that have been made since the pilot program was extended last year, but one thing that staff was informed of is that there is now a requirement to send a picture of the scooter being placed back in an approved location when the user is done with it or they are subject to a \$5 fee.

There was much discussion between Council and Knight regarding the scooters being left at unapproved locations, picture of the scooter being placed back in the proper location, tampering with scooters, hours of operation, age demographics, and speed of the scooters in certain areas.

Motion: Goldfinch made a motion, seconded by Helms, to end the pilot program status and review the franchise agreement as needed in the future. **Vote:** Blain-Bellamy, Goldfinch, Hardwick, Helms and White voted yes. Butler and Jordan voted no. Motion carried with a 5-2 vote.

- B. Consideration of Recommendation on Selection of Engineering Firm to Design and Develop Water Ground Storage Tank** – Dudley stated that updated estimates were recently received and due to the cost, staff has requested to defer this consideration to a later date.

Motion: Blain-Bellamy made a motion, seconded by White, to **defer** this issue to a later date. **Vote:** Unanimous. Motion carried.

- C. Consideration of Demolition of Remaining Structure on the Whittemore Elementary Site** – Hyman said that there is one remaining structure on the Whittemore Elementary School site and this was the addition to the original building that was built in 1961. Hyman said that in September 2023, City Council created the Whittemore Task Force. The Whittemore Task Force has met 6 times from October 2023-January 2024, with more meetings planned in the coming months. During that time, they have focused on the stated

goals and objectives, discussed future plans for the site and community, and toured the existing remaining building. At the January 24, 2024 meeting, the Task Force recommended demolition of the existing remaining building on the site, and requested that the bricks be saved for potential re-use if possible.

Motion: Blain-Bellamy made a motion to follow the recommendation of the committee and authorize staff to move forward with the remaining building being removed from the site and the brick saved for potential re-use.

Adamson stated that she did not think that this would come up before the committee made their final recommendation for the entire site. She said that there was also some discussion about taking apart the building, like what Alan Todd does, and not just demolishing.

Blain-Bellamy said that we are speaking as that was a firm belief, and that was the case. If that is not the case, is there anything to be lost by waiting until such time as a firm recommendation from that group comes forward.

Helms stated that at the committee meeting she made the motion to tear down the building and salvage the bricks, and she thought everyone voted for it. Helms said that she doesn't have a problem with waiting, but that the committee did vote to tear it down and salvage the bricks.

Goldfinch said that the meeting that he watched, it was unanimously voted to remove the building.

White seconded the motion **Vote:** Unanimous. Motion carried.

CITY ADMINISTRATOR'S REPORT:

Emrick informed Council of the following:

- First, he started with some very impressive data from a sport you may not expect to provide it. The new disc golf course at Smith Jones Park has been open for less than a year. During that time 429 unique players have played the course and used the on-line app to record their scores. Several players have played dozens of rounds of disc golf with one player recording 121 rounds. Players from 27 different states visited the course, logging nearly 8 million steps in the process. 29 players played their first ever round of disc golf at Smith Jones. As we consider what people who live here and people who are visiting here want us to offer as amenities, we need to make sure we consider things like disc golf which provide an alternative to traditional team sports.
- Home Legislative Action Day is tomorrow and Emrick said that he knows that some of Council is attending. For the public, this is an opportunity for our local elected officials to visit and speak with our state elected officials in Columbia. There is also an update from the Municipal Association on pending matters at the State Legislature that may affect cities and towns.
- Emrick said that it is one of his favorite times of the year. The Budget Retreat is approaching and staff is working diligently on getting that ready for Council.

- Our Valentine's Day décor has been very popular. If you haven't been around to get your pictures or your family pictures taken, don't miss the opportunity. The items will be out until the 26th of February. After February, staff will start rolling out spring flowers and landscaping, so no more big holiday stuff until the flags go out for Memorial Day and 4th of July.
- Emrick said that there are two more Movie nights at the Terrace for Valentine's Day. This Friday is 10 Things I Hate About You and on Valentine's Day, come enjoy Valentine's Day, the movie.
- The Recreation Department just held their annual Father Daughter Dance and sold out in record time this year. They sold 500 tickets and made some amazing memories for some dads and their girls.
- The Recreation Department also rolled out a new program today, offering music lessons to children up to four nights per week in string, woodwinds and piano.
- There is no workshop this evening but we do have a couple of Executive Session items.

COUNCIL INPUT:

Helms stated that on Saturday there was the Chocolate Walk, a softball tournament at the Rec, and the Father Daughter Dance. Helms thanked Ashley and his crew, and said that it was a great day.

Goldfinch said that he didn't have anything until Mr. Shuping talked about open space, and said that aside from Conway, two of his favorite cities are New York City and Boston. Goldfinch said that both of those cities have big open spaces where you see people sitting out there, throwing the frisbee, having lunch, and there is no play equipment, it is just an open space. Goldfinch said that Shuping has him thinking and wants to figure something out.

Jordan echoed Helms and said that Saturday night was a hit, and thanked Ashley and his crew on a job well done. Jordan said this is his 11th year at the Father Daughter Dance.

Hardwick said that she was glad to have the Mayor's Youth Council from Conway High School at the meeting today. Hardwick said that she is excited at what the city has going on with so many wonderful things happening. Hardwick said for the first time she is going to the Hometown Legislative Day in Columbia.

Blain-Bellamy mentioned the Father Daughter Dance saying that she has gone for the last several years and just when you know what to expect, Janic, Mikel and Jr. take it up to a new level. Blain-Bellamy also gave credit to the leadership of Smith for the ones that are doing it. Blain-Bellamy said kudos as it is a magnificent opportunity for Dads and Daughters to go out and make those memories. Blain-Bellamy stated that people talked almost as much about the City's Valentine showing as they did Halloween and Christmas, even though this is a start, it will grow. Blain-Bellamy said that Conway is a city of love and thanked staff for making it something that gets displayed.

There was a short break.

EXECUTIVE SESSION: Motion: Goldfinch made a motion, seconded by Helms to enter into Executive Session for the following: A. Consideration of Appointments to Boards, Commissions

and Committees for the Lakeside Cemetery Committee [pursuant to SC Code §30-4-70(A) (1)]. B. Discussion on Contractual Negotiations Relative to Legal Services [pursuant to SC Code §30-4-70 (A) (2)]. C. Discussion of Employment of City Administrator [pursuant to SC Code §30-4-70 (A)(1)]. **Vote:** Unanimous. Motion carried.

RECONVENE FROM EXECUTIVE SESSION: **Motion:** Blain-Bellamy made a motion, seconded by Jordan to leave Executive Session. **Vote:** Unanimous. Motion carried.

POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION: **Motion:** Goldfinch made a motion, seconded by White to reappoint Deborah Vrooman and Ben Burroughs to the Lakeside Cemetery Committee. **Vote:** Unanimous. Motion carried.

Motion: Goldfinch made a motion, seconded by Jordan to authorize the Administrator to enter into a 6-month prosecutor contract with Fran Humphries, hire David Sligh for other issues, and hire others as needed. **Vote:** Unanimous. Motion carried.

ADJOURNMENT: **Motion:** White made a motion, seconded by Butler to adjourn the meeting. **Vote:** Unanimous. Motion carried.

APPROVAL OF MINUTES: Minutes approved by City Council this _____ day of _____, 2024.

Alicia Shelley, City Clerk

DATE: FEBRUARY 19, 2024
ITEM: V.I.A.

Employee of the Month for February 2024 – Public Works

DATE: FEBRUARY 19, 2024
ITEM: VI.B.

Conway Downtown Alive Annual Visitor Center Update – Hillary Howard

DATE: FEBRUARY 19, 2024
ITEM: VI.C.

ISSUE:

Keep America Beautiful award to Keep Conway Beautiful

BACKGROUND:

Keep Conway Beautiful has been selected as the recipient of the Keep America Beautiful 2023 Innovation Award in the Local Program classification in the 30,000 and under population category for our Library Litter Kit Program.

RECOMMENDATION:

Presented as information only.

DATE: FEBRUARY 19, 2024

ITEM: VII.A.

ISSUE:

First Reading and Public Hearing of Ordinance #ZA2024-03-18 (A) to amend the City's Future Land Use Map (2019-2029) (FLUM) of the *City of Conway Comprehensive Plan*, relative to property located near the corner of Hwy 501 (Church St) and Mill Pond Rd (PIN 338-10-01-0015), consisting of approximately 8.96 acres (total), from the Conservation Preservation (CP) zoning district to the Highway Commercial (HC) (+/-7.48 acres) and Conservation Preservation (CP) (+/-1.48 acres) zoning districts.

BACKGROUND:

The South Carolina Planning Enabling Act of 1994 defines the Comprehensive Plan adoption process for all jurisdictions in South Carolina. This is to ensure consistency with the public hearing and revision process for Comprehensive Plans. *Section 6-29-510* of the SC Code of Laws addresses re-evaluation of the Comprehensive Plan, stating that the "*local planning commission shall develop and maintain a planning process which will result in the systematic preparation and continual re-evaluation and updating of those elements considered critical, necessary, and desirable to guide the development and redevelopment of its area of jurisdiction.*"

Since updating the Future Land Use Map of the Comprehensive Plan for the City in 2019, staff will occasionally review annexation and/or rezoning requests for zones that don't match the zone envisioned in the current Future Land Use Map (2019-2029). When a request is approved that is out of alignment with the Future Land Use Map of the *Comprehensive Plan*, the map must be updated to reflect this change.

In July 2021, Council passed an ordinance providing for a method by which the *Comprehensive Plan*, in particular the Future Land Use map, may be amended. *Section 13.1.17 (E)* of the UDO states that a proposed amendment to the Comprehensive Plan (the entire document or singular elements) may be initiated by the City of Conway City Council, Planning Commission, Board of Zoning Appeals, Zoning Administrator, or Planning Director.

In the case of PIN 338-10-01-0015, currently zoned Horry County Highway Commercial, the city's Future Land Use Map (2019-2029) shows the entire property as Conservation Preservation (CP). The county's FLUM identifies the property as being split between Commercial Corridors and Suburban; neither of which are conservation related. The property is currently vacant, and is directly adjacent to a gas station/convenience store. The applicants propose to combine the subject property with PIN 338-07-04-0012, which is already in the city limits, zoned Highway Commercial (HC), and identified as HC on the city's FLUM.

Per *Section 6.1.4* of the UDO, "*No tract(s) of land shall hereafter be rezoned for a zoning classification different from that of the surrounding properties unless such tract(s) is a minimum of three (3) acres in area. Tracts less than three (3) acres in area annexed into the City limits, may be zoned for a classification different from that of the surrounding in-city properties **provided such zoning classification is consistent***"

with the Future Land Use Map of the Conway Comprehensive Plan.”

Per Sec. 3.2.15 – Conservation Preservation (CP), of the UDO, “*the intent of the CP district is to provide needed open space for general outdoor and indoor recreational uses, and to protect environmentally sensitive areas and flood prone areas from the encroachment of any residential, commercial, industrial, or other uses capable of adversely affecting the relatively undeveloped character of the district.*”

Per Sec. 3.2.10 – Highway Commercial (HC), of the UDO, “*the intent of the HC District is to provide compatible locations to serve the automobile oriented commercial activities in harmony with major highway developments, reduce traffic congestions and to enhance the aesthetic atmosphere of the City.*”

SPLIT ZONING OF PARCELS AMENDMENT

In addition to amending the FLUM, a recent amendment to the UDO adopted in 2023 regarding the split-zoning of parcels that carved out an exception to prohibiting split-zoning, giving Planning Commission the ability to recommend portions of property be zoned as CP upon annexation/rezoning if such areas of property included in the request contains environmentally-sensitive areas (*i.e.* flood zones, floodways, wetlands, *etc.*) (Section 6.1.14 – *Split Zoning of Parcels*).

SURROUNDING USES / ZONING DISTRICTS:

All surrounding properties are currently zones HC, and uses include a gas/convenience store, vacant land, and a church/coffee shop across Hwy 501.

This property was successfully annexed and rezoned to the City of Conway Highway Commercial (HC) and Conservation Preservation (CP) districts, via Ordinance #ZA2024-02-05 (C), adopted February 5, 2024.

CITY OF CONWAY COMPREHENSIVE PLAN:

The *CURRENT* future land use map of the *Comprehensive Plan* also identifies the entire parcel as being Conservation Preservation (CP), likely due to the existence of a flood zone and floodway on a portion of the property. The proposed amendment would split the future land use between Highway Commercial and Conservation Preservation (CP), as provided on the attached maps.

PLANNING COMMISSION:

Planning Commission recommended approval of the request to amend the future land use map for the subject property at their January 4, 2024 meeting.

STAFF RECOMMENDATION:

Staff recommends approval of **First Reading of Ordinance #ZA2024-03-18 (A)** amending the Future Land Use Map for PIN 338-10-01-0015.

ATTACHMENTS:

Current / Future Land Use Maps (GIS maps)

ORDINANCE #ZA2024-03-18 (A)

**AN ORDINANCE TO AMEND THE FUTURE LAND USE MAP OF THE CITY OF
CONWAY COMPREHENSIVE PLAN (2035) FOR PIN 338-10-01-0015 FROM THE
CONSERVATION PRESERVATION (CP) DISTRICT TO THE HIGHWAY
COMMERCIAL (HC) (+/-7.48 ACRES) AND CONSERVATION PRESERVATION (CP)
(+/- 1.48 ACRES) DISTRICTS.**

- WHEREAS,** Pursuant to *Title 6, Chapter 29* of the Code of Laws of South Carolina 1976, as Amended known as the “South Carolina Local Government Comprehensive Planning Enabling Act of 1994” enabled the City of Conway to adopt the *Unified Development Ordinance (UDO)* of the City of Conway, South Carolina; and
- WHEREAS,** *Article 13, Section 13.1.7* of the *UDO* provides that the regulations, restrictions, and boundaries set forth in said Ordinance may from time be amended, supplemented, changed, or repealed in accordance with S.C. State Code § 6-29-760; and
- WHEREAS,** the City of Conway has adopted land use and comprehensive plans for nearly 40 years, and the City’s Future Land Use Map of the Land Use Element of the Comprehensive Plan was adopted in 2019; and
- WHEREAS,** procedures for adoption and amendments to the comprehensive plan were defined within the City of Conway Code of Ordinances in 2021; and
- WHEREAS,** the property owner has requested that the Future Land Use Map of the Comprehensive Plan be amended relative to PIN 338-10-01-0015; and
- WHEREAS,** prior to adoption or amendment of the Comprehensive Plan, a public hearing shall be held after no less than 30 days public notice has been placed in a newspaper of general circulation; and
- WHEREAS,** the City of Conway Planning Commission reviewed the amendment to the Future Land Use Map at its January 4, 2024 meeting and recommended approval to City Council; and
- WHEREAS,** notice of consideration of the amendment to the Future Land Use Map was placed in the Horry Independent Newspaper on January 11, 2024 for consideration (and public hearing) at the February 19, 2024 meeting of City Council; and
- WHEREAS,** it has been determined that the Future Land Use map of the *City of Conway Comprehensive Plan*, relative to PIN 338-10-01-0015, should be amended to ensure that the Comprehensive Plan is consistent with the conditions in the City. Therefore, be it
- ORDAINED** by the City Council of the City of Conway, in Council duly assembled, that the *City of Conway Comprehensive Plan’s* Future Land Use map be amended *as attached hereto*; and be it further
- ORDAINED,** that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

EFFECTIVE DATE: This ordinance shall become effective upon final reading.

RATIFIED BY CITY COUNCIL, duly assembled, this _____ day of _____, 2024.

Barbara Jo Blain-Bellamy, Mayor

Larry A. White, Mayor Pro Tem

Amanda Butler, Council Member

William M. Goldfinch IV, Council Member

Julie Ann Hardwick, Council Member

Beth Helms, Council Member

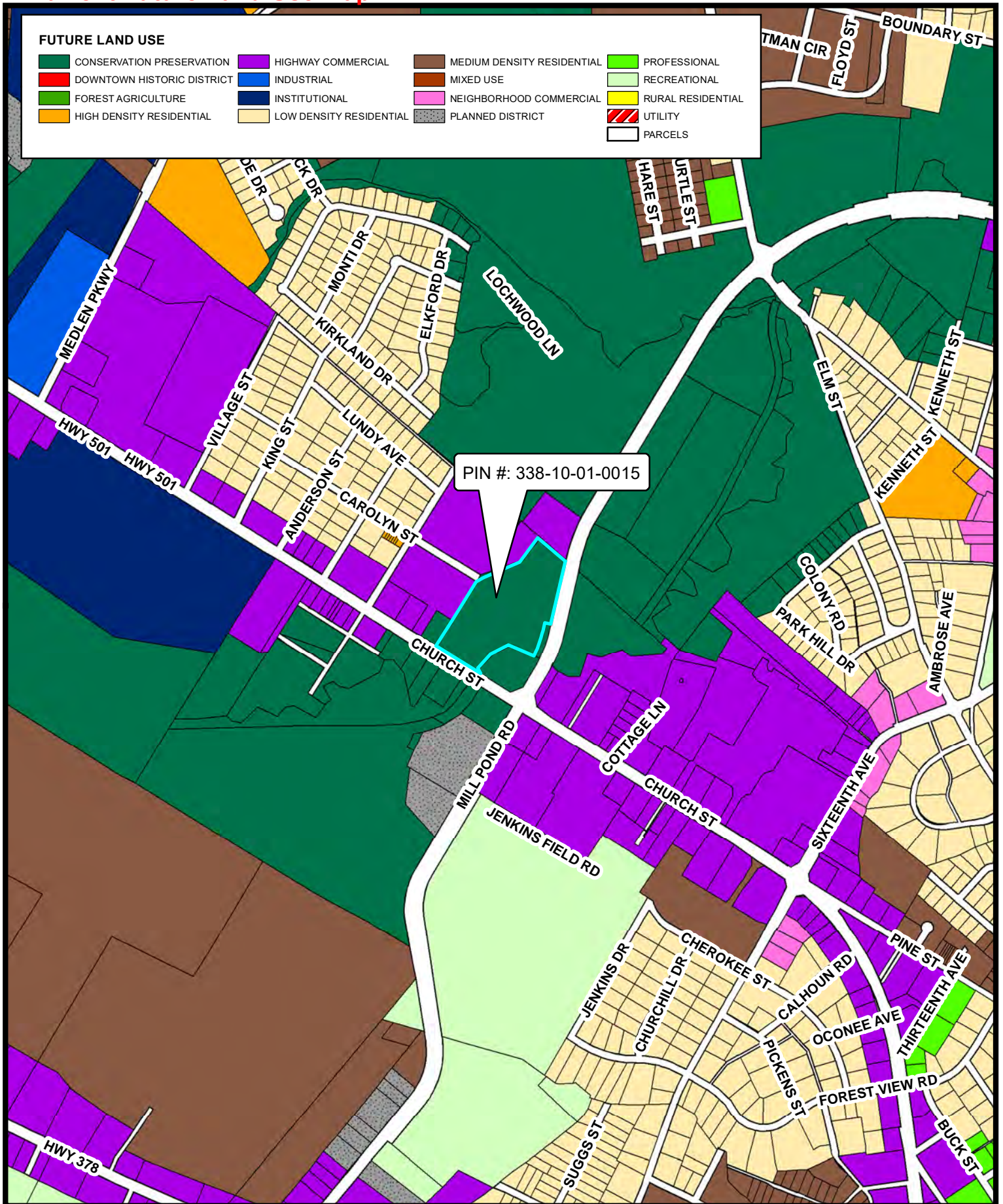
Justin D. Jordan, Council Member

ATTEST: Alicia Shelley, City Clerk

First Reading: _____


Final Reading: _____

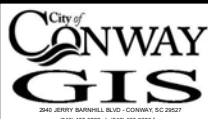
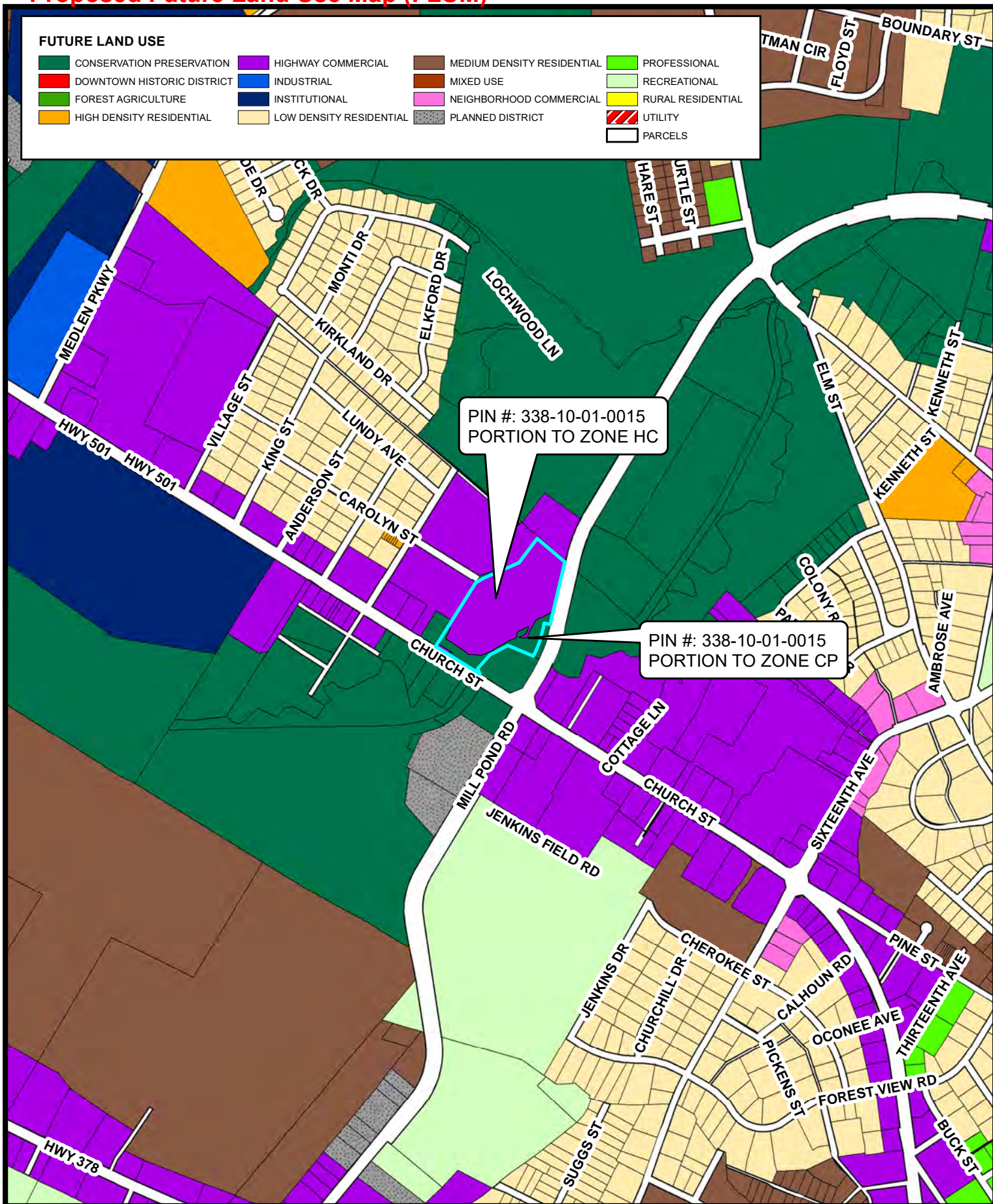
Current Future Land Use Map



Proposed Future Land Use Map (FLUM)

FUTURE LAND USE

 CONSERVATION PRESERVATION	 HIGHWAY COMMERCIAL	 MEDIUM DENSITY RESIDENTIAL	 PROFESSIONAL
 DOWNTOWN HISTORIC DISTRICT	 INDUSTRIAL	 MIXED USE	 RECREATIONAL
 FOREST AGRICULTURE	 INSTITUTIONAL	 NEIGHBORHOOD COMMERCIAL	 RURAL RESIDENTIAL
 HIGH DENSITY RESIDENTIAL	 LOW DENSITY RESIDENTIAL	 PLANNED DISTRICT	 UTILITY
			 PARCELS

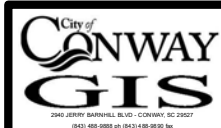


Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.



PIN #: 338-10-01-0015
MILL POND & HWY 501
(P23-0347)





Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.



PIN #: 338-10-01-0015
MILL POND & HWY 501
(P23-0347)



DATE: FEBRUARY 19, 2024

ITEM: VII. B.

ISSUE:

First reading and Public Hearing of Ordinance #ZA2024-03-18 (B) to amend the City's Future Land Use Map (2019-2029) (FLUM) of the *City of Conway Comprehensive Plan*, relative to property located at 1904 Rose Hill Drive (PIN 338-16-03-0005), consisting of approximately 0.43 acres, from the Medium Density Residential (R-2) zoning district to the Highway Commercial (HC) zoning district.

BACKGROUND:

The South Carolina Planning Enabling Act of 1994 defines the Comprehensive Plan adoption process for all jurisdictions in South Carolina. This is to ensure consistency with the public hearing and revision process for Comprehensive Plans. *Section 6-29-510* of the SC Code of Laws addresses re-evaluation of the Comprehensive Plan, stating that the "*local planning commission shall develop and maintain a planning process which will result in the systematic preparation and continual re-evaluation and updating of those elements considered critical, necessary, and desirable to guide the development and redevelopment of its area of jurisdiction.*"

Since updating the Future Land Use Map of the Comprehensive Plan for the City in 2019, staff will occasionally review annexation and/or rezoning requests for zones that don't match the zone envisioned in the current Future Land Use Map (2019-2029). When a request is approved that is out of alignment with the Future Land Use Map of the *Comprehensive Plan*, the map must be updated to reflect this change.

In July 2021, Council passed an ordinance providing for a method by which the *Comprehensive Plan*, in particular the Future Land Use map, may be amended. *Section 13.1.17 (E)* of the UDO states that a proposed amendment to the Comprehensive Plan (the entire document or singular elements) may be initiated by the City of Conway City Council, Planning Commission, Board of Zoning Appeals, Zoning Administrator, or Planning Director.

In the case of PIN 338-16-03-0005, currently zoned City of Conway Medium Density Residential (R-2), the city's Future Land Use Map (2019-2029) shows the entire property as Medium Density Residential (R-2). The property does currently contain on structure, and is directly adjacent to a cemetery. The applicants have not disclosed their intentions or reasoning for the rezoning request as it is not a requirement. The property located to the rear of the subject property is currently zoned Highway Commercial (HC), and identified as HC on the city's FLUM.

Per *Section 6.1.4* of the UDO, "*No tract(s) of land shall hereafter be rezoned for a zoning classification different from that of the surrounding properties unless such tract(s) is a minimum of three (3) acres in area. Tracts less than three (3) acres in area annexed into the City limits, may be zoned for a classification different from that of the surrounding in-city properties **provided such zoning classification is consistent with the Future Land Use Map of the Conway Comprehensive Plan.***"

Per Sec. 3.2.4 Medium Density Residential (R-2), of the UDO, “the intent of the R-2 District is to provide areas for medium density attached, detached, semi-attached and multifamily residential development in the City of Conway, and to prohibit uses that would substantially interfere with the development or coordination of residential structures in the District.

Per Sec. 3.2.10 – Highway Commercial (HC), of the UDO, “the intent of the HC District is to provide compatible locations to serve the automobile oriented commercial activities in harmony with major highway developments, reduce traffic congestions and to enhance the aesthetic atmosphere of the City.”

SURROUNDING USES / ZONING DISTRICTS:

Surrounding properties are currently zoned R-2 and HC, and uses include a cemetery, and vacant land.

CITY OF CONWAY COMPREHENSIVE PLAN:

The *CURRENT* future land use map of the *Comprehensive Plan* also identifies the entire parcel as being Medium Density Residential (R-2).

PLANNING COMMISSION:

Planning Commission recommended approval of the requested future land use map amendment for the subject property at their February 1, 2024 meeting.

STAFF RECOMMENDATION:

Approval of **Ordinance #ZA2024-03-18 (B)** to amend the Future Land Use Maps for PIN 338-16-03-0005.

ORDINANCE #ZA2024-03-18 (B)

AN ORDINANCE TO AMEND THE FUTURE LAND USE MAP OF THE CITY OF CONWAY COMPREHENSIVE PLAN FOR PIN 338-16-03-0005 FROM THE MEDIUM-DENSITY RESIDENTIAL (R-2) DISTRICT TO THE HIGHWAY COMMERCIAL (HC) DISTRICT.

- WHEREAS,** Pursuant to *Title 6, Chapter 29* of the Code of Laws of South Carolina 1976, as Amended known as the “South Carolina Local Government Comprehensive Planning Enabling Act of 1994” enabled the City of Conway to adopt the *Unified Development Ordinance (UDO)* of the City of Conway, South Carolina; and
- WHEREAS,** *Article 13, Section 13.1.7* of the *UDO* provides that the regulations, restrictions, and boundaries set forth in said Ordinance may from time be amended, supplemented, changed, or repealed in accordance with S.C. State Code § 6-29-760; and
- WHEREAS,** the City of Conway has adopted land use and comprehensive plans for nearly 40 years, and the City’s Future Land Use Map of the Land Use Element of the Comprehensive Plan was adopted in 2019; and
- WHEREAS,** procedures for adoption and amendments to the comprehensive plan were defined within the City of Conway Code of Ordinances in 2021; and
- WHEREAS,** the property owner has requested that the Future Land Use Map of the Comprehensive Plan be amended relative to PIN 338-16-03-0005; and
- WHEREAS,** prior to adoption or amendment of the Comprehensive Plan, a public hearing shall be held after no less than 30 days public notice has been placed in a newspaper of general circulation; and
- WHEREAS,** the City of Conway Planning Commission reviewed the amendment to the Future Land Use Map at its February 1, 2024 meeting and recommended approval to City Council; and
- WHEREAS,** notice of consideration of the amendment to the Future Land Use Map was placed in the Horry Independent Newspaper on January 11, 2024 for consideration (and public hearing) at the February 19, 2024 meeting of City Council; and
- WHEREAS,** it has been determined that the Future Land Use map of the *City of Conway Comprehensive Plan*, relative to PIN 338-16-03-0005, should be amended to ensure that the Comprehensive Plan is consistent with the conditions in the City. Therefore, be it
- ORDAINED** by the City Council of the City of Conway, in Council duly assembled, that the *City of Conway Comprehensive Plan’s* Future Land Use map be amended as attached hereto; and be it further
- ORDAINED,** that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

EFFECTIVE DATE: This ordinance shall become effective upon final reading.

RATIFIED BY CITY COUNCIL, duly assembled, this _____ day of _____, 2024.

Barbara Jo Blain-Bellamy, Mayor

Larry A. White, Mayor Pro Tem

Amanda Butler, Council Member

William M. Goldfinch IV, Council Member

Julie Ann Hardwick, Council Member

Beth Helms, Council Member

Justin D. Jordan, Council Member

ATTEST: Alicia Shelley, City Clerk

First Reading: _____

Final Reading: _____

STATE OF SOUTH CAROLINA)
COUNTY OF HORRY)
CITY OF CONWAY)

RESOLUTION: _____

A RESOLUTION TO AMEND THE FUTURE LAND USE MAP OF THE CITY OF CONWAY COMPREHENSIVE PLAN (2035) FOR PIN 338-16-03-0005 FROM THE MEDIUM-DENSITY RESIDENTIAL (R-2) DISTRICT TO THE HIGHWAY COMMERCIAL (HC) DISTRICT.

WHEREAS, the City Council of the City of Conway adopted the Land Use Element of the City of Conway Comprehensive Plan (2035), containing the Future Land Use Map (2019-2029) on January 6, 2020; and

WHEREAS, South Carolina Code §6-29-520 establishes the requirements to create, amend and recommend the Comprehensive Planning elements, which requires the City of Conway Planning Commission to review and make recommendations to City Council; and

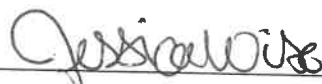
WHEREAS, the City Council adopted an amendment to the Unified Development Ordinance (UDO) on July 19, 2021 to include a process for amending the Future Land Use Map of the Comprehensive Plan; and,

WHEREAS, the applicant(s) and/or property owner(s) have requested a zoning classification upon rezoning of the property (PIN 33816030005) to a district other than what it is identified as on the City's Future Land Use Map (FLUM) of the Comprehensive Plan; and,

WHEREAS, the City of Conway Planning Commission, having held a public hearing on the request, deems that the proposed amendment to the Future Land Use Map of the City of Conway Comprehensive Plan (2035) is necessary; and

NOW THEREFORE, BE IT RESOLVED by the Planning Commission (S.C. §6-29-520 and 6-29-230) for the City of Conway, that the adoption of the amendment to the City of Conway Comprehensive Plan (2035), amending the Future Land Use Map for PIN 33816030005, consisting of 0.43 acres, from the Medium Density Residential (R-2) district to the Highway Commercial (HC) district, is hereby recommended by resolution to Conway City Council for adoption.


















Approved this 1st day of February, 2024.

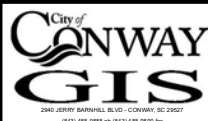
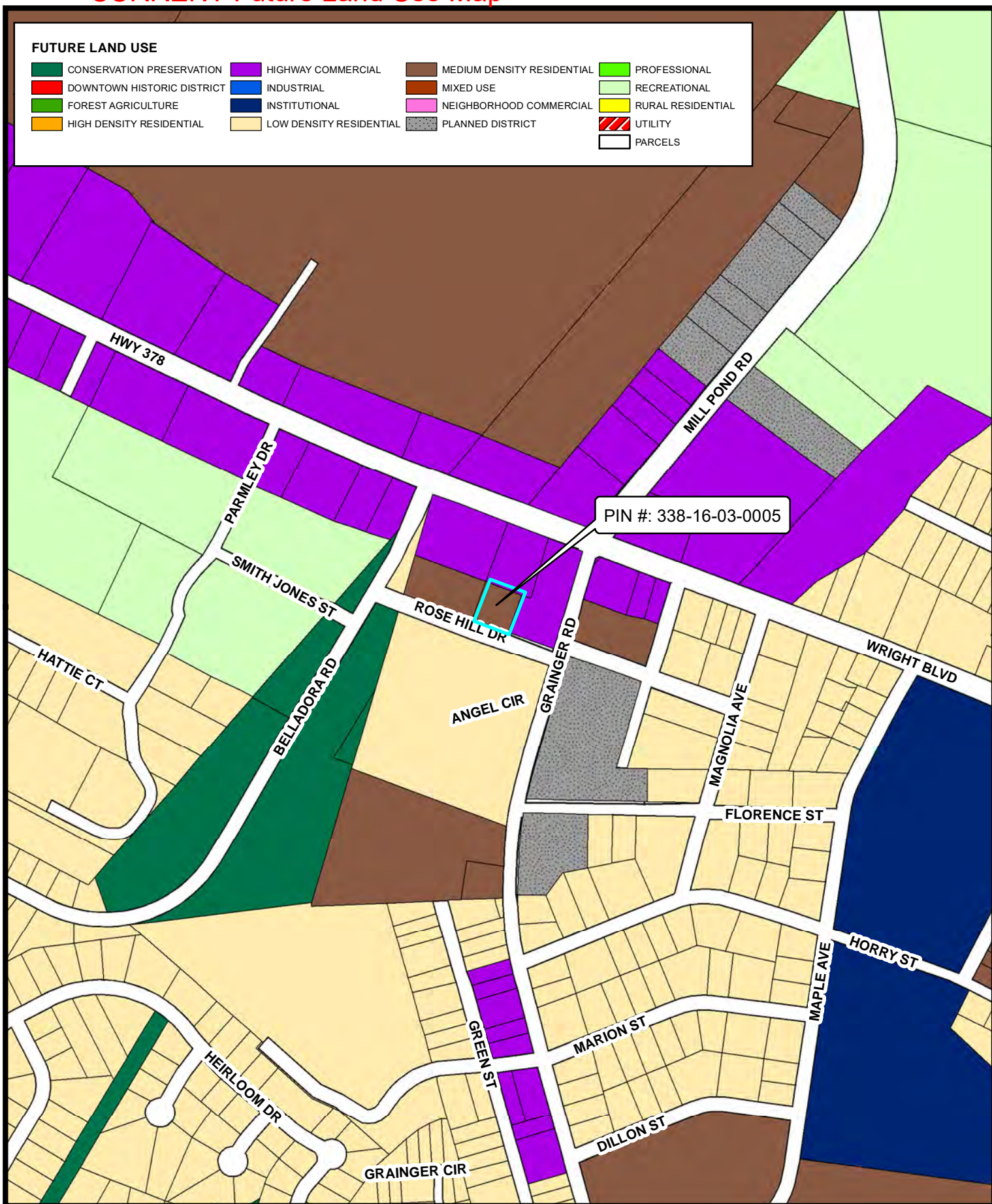


Jessica Wise, Planning Commission Vice-Chairperson

CURRENT Future Land Use Map

FUTURE LAND USE

 CONSERVATION PRESERVATION	 HIGHWAY COMMERCIAL	 MEDIUM DENSITY RESIDENTIAL	 PROFESSIONAL
 DOWNTOWN HISTORIC DISTRICT	 INDUSTRIAL	 MIXED USE	 RECREATIONAL
 FOREST AGRICULTURE	 INSTITUTIONAL	 NEIGHBORHOOD COMMERCIAL	 RURAL RESIDENTIAL
 HIGH DENSITY RESIDENTIAL	 LOW DENSITY RESIDENTIAL	 PLANNED DISTRICT	 UTILITY
			 PARCELS




















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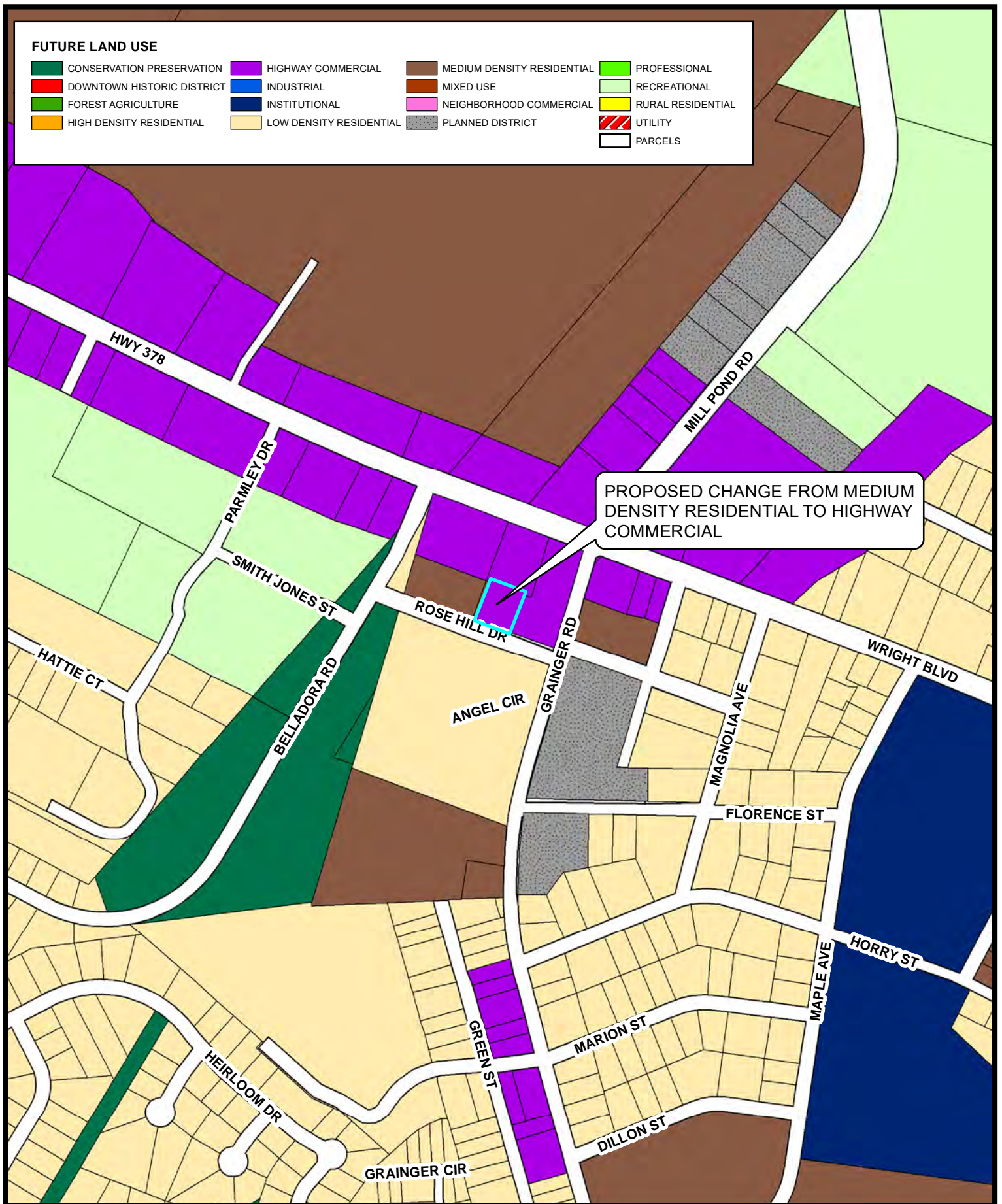


PIN #: 338-16-03-0005
TMS #: 136-04-11-021
1904 ROSEHILL DR
(P24-0005)



FUTURE LAND USE

 CONSERVATION PRESERVATION	 HIGHWAY COMMERCIAL	 MEDIUM DENSITY RESIDENTIAL	 PROFESSIONAL
 DOWNTOWN HISTORIC DISTRICT	 INDUSTRIAL	 MIXED USE	 RECREATIONAL
 FOREST AGRICULTURE	 INSTITUTIONAL	 NEIGHBORHOOD COMMERCIAL	 RURAL RESIDENTIAL
 HIGH DENSITY RESIDENTIAL	 LOW DENSITY RESIDENTIAL	 PLANNED DISTRICT	 UTILITY
			 PARCELS



DATE: FEBRUARY 19, 2024

ITEM: VIII. A.

ISSUE:

First Reading of Ordinance #ZA2024-03-18 (C) to rezone approximately 0.43 acres located at 1904 Rose Hill Drive from Medium Density Residential (R-2) to Highway Commercial (HC) (PIN 338-16-03-0005).

BACKGROUND:

On January, 5 2024, the applicant submitted a rezoning application for the subject property, located 1904 Rose Hill Drive. The property is currently zoned Medium Density Residential (R-2). The property currently contains one structure. It is not a requirement for an applicant to disclose any future plans for a property, however, it is staff's understanding that this property would be included in a Parker's Kitchen design plan.

The applicant is requesting to rezone the property to Highway Commercial (HC), and plans to combine this parcel with the adjacent parcels that also have frontage on Hwy 378; which were rezoned to HC last year.

Per Section 3.2.10 of the UDO, the intent of the (City of Conway) Highway Commercial (HC) district is to *provide compatible locations to serve the automobile-oriented commercial activities in harmony with major highway developments, reduce traffic congestions and to enhance the aesthetic atmosphere of the City.*

CITY OF CONWAY COMPREHENSIVE PLAN:

The future land use map of the *Comprehensive Plan* identifies the property as Medium Density Residential (R-2). The Unified Development Ordinance (UDO) defines Medium Density Residential as follows:

3.2.4 Medium Density Residential (R-2)

The intent of the R-2 District is to provide areas for medium density attached, detached, semi-attached and multifamily residential development in the City of Conway, and to prohibit uses that would substantially interfere with the development or coordination of residential structures in the District.

Surrounding Uses / Zoning Districts:

The subject property is surrounded by several different zoning districts and uses, including Highway Commercial (HC), and Medium Density Residential (R-2). Uses include a cemetery (across the street), and wooded lots.

PLANNING COMMISSION:

Planning Commission held the required public hearing on the request at their February 1, 2024 meeting, and recommended approval of the request to rezone to HC.

STAFF RECOMMENDATION:

Staff recommends approval of **First Reading of Ordinance #ZA2024-03-18 (C)** to rezone the property to the City of Conway Highway Commercial (HC) district.

ATTACHMENTS:

Application;

GIS Maps

ORDINANCE #ZA2024-03-18 (C)

**AN ORDINANCE TO REZONE APPROXIMATELY 0.43 ACRES OF PROPERTY
LOCATED AT 1904 ROSE HILL DRIVE (PIN 338-16-03-0005) FROM THE CITY OF
MEDIUM DENSITY RESIDENTIAL (R-2) DISTRICT TO THE CITY OF CONWAY
HIGHWAY COMMERCIAL DISTRICT.**

WHEREAS, pursuant to Title 6, Chapter 29 of the Code of Laws of South Carolina, the City of Conway enacted the Zoning Ordinance of the City of Conway, South Carolina; and

WHEREAS, Article 13, Section 13.1.7 of the City of Conway Unified Development Ordinance (UDO) provides that regulations, restrictions, and boundaries set forth in the UDO may be amended, supplemented, changed, or repealed in accordance with S.C. Code §6-29-760; and

WHEREAS, a petition has been submitted to rezone approximately 0.43 acres located at 1904 Rose Hill Drive (PIN 338-16-03-0005) from the City of Conway Medium Density Residential district to the City of Conway Highway Commercial district; and

WHEREAS, the Planning Commission of the City of Conway, on February 1, 2024, held the required public hearing to discuss the request to rezone from Medium Density Residential (R-2) to Highway Commercial (HC), and made their recommendation; and

WHEREAS, City Council determined that it is in the best interest of the health, safety, and general welfare of the City of Conway and its citizens to approve the subject rezoning petition as presented. Therefore, be it

ORDAINED, by Conway City Council, in Council duly assembled, that the zoning boundaries of the Official Map of the City of Conway, together with explanatory matter herein, be revised as follows:

Rezoning approximately 0.43 acres located at 1904 Rose Hill Drive (PIN 338-16-03-0005) from Medium Density Residential (R-2) to Highway Commercial (HC);
and be it further

ORDAINED, that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

EFFECTIVE DATE: This Ordinance shall become effective upon final reading.

RATIFIED BY CITY COUNCIL, duly assembled, this _____ day of _____, 2024.

Barbara Jo Blain-Bellamy, Mayor

Larry A. White, Mayor Pro Tem

Amanda Butler, Council Member

William M. Goldfinch IV, Council Member

Julie Ann Hardwick, Council Member

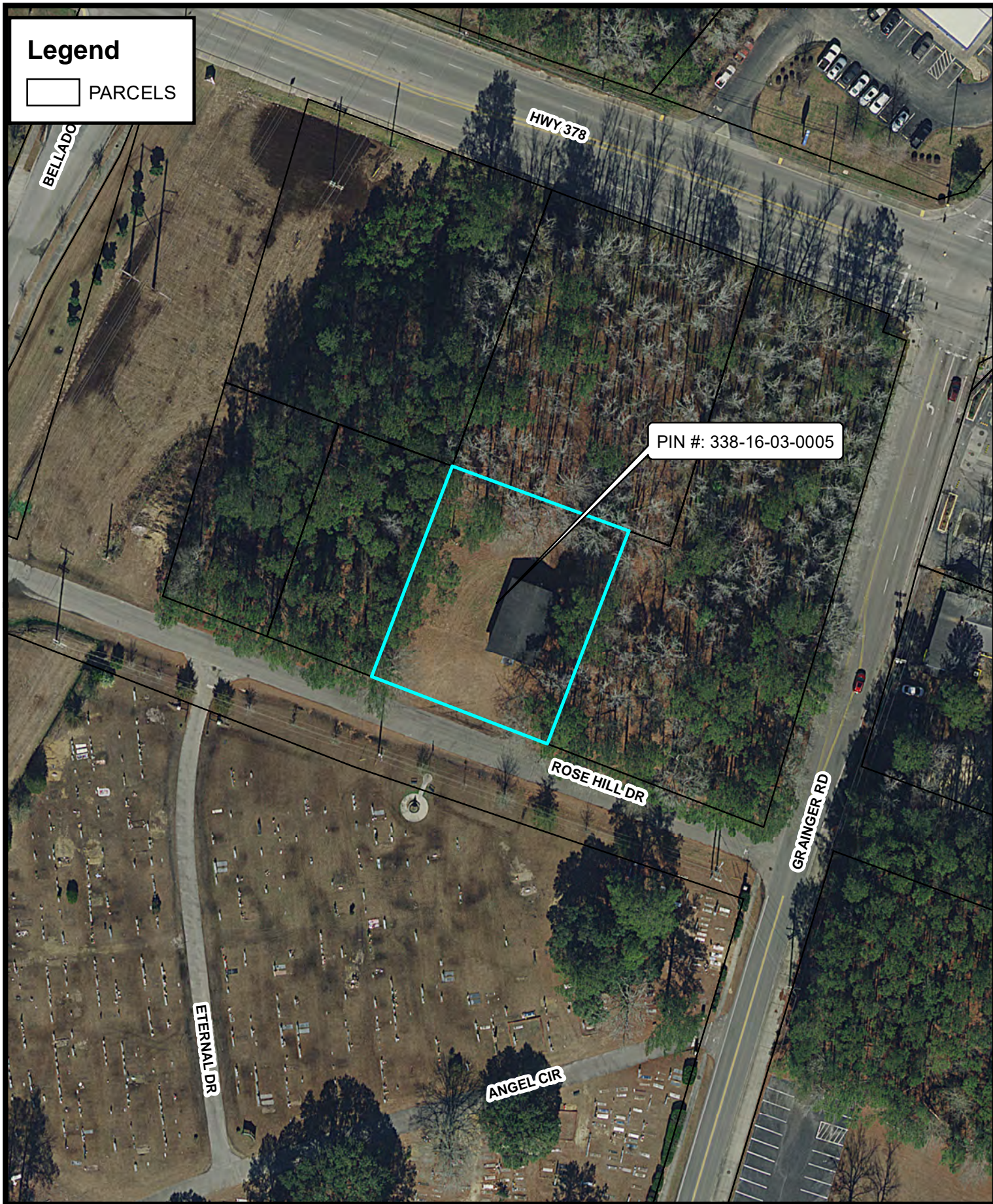
Beth Helms, Council Member

Justin D. Jordan, Council Member

ATTEST: Alicia Shelley, City Clerk

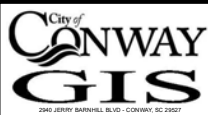
First Reading: _____

Final Reading: _____



Legend

PARCELS



Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.

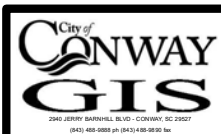
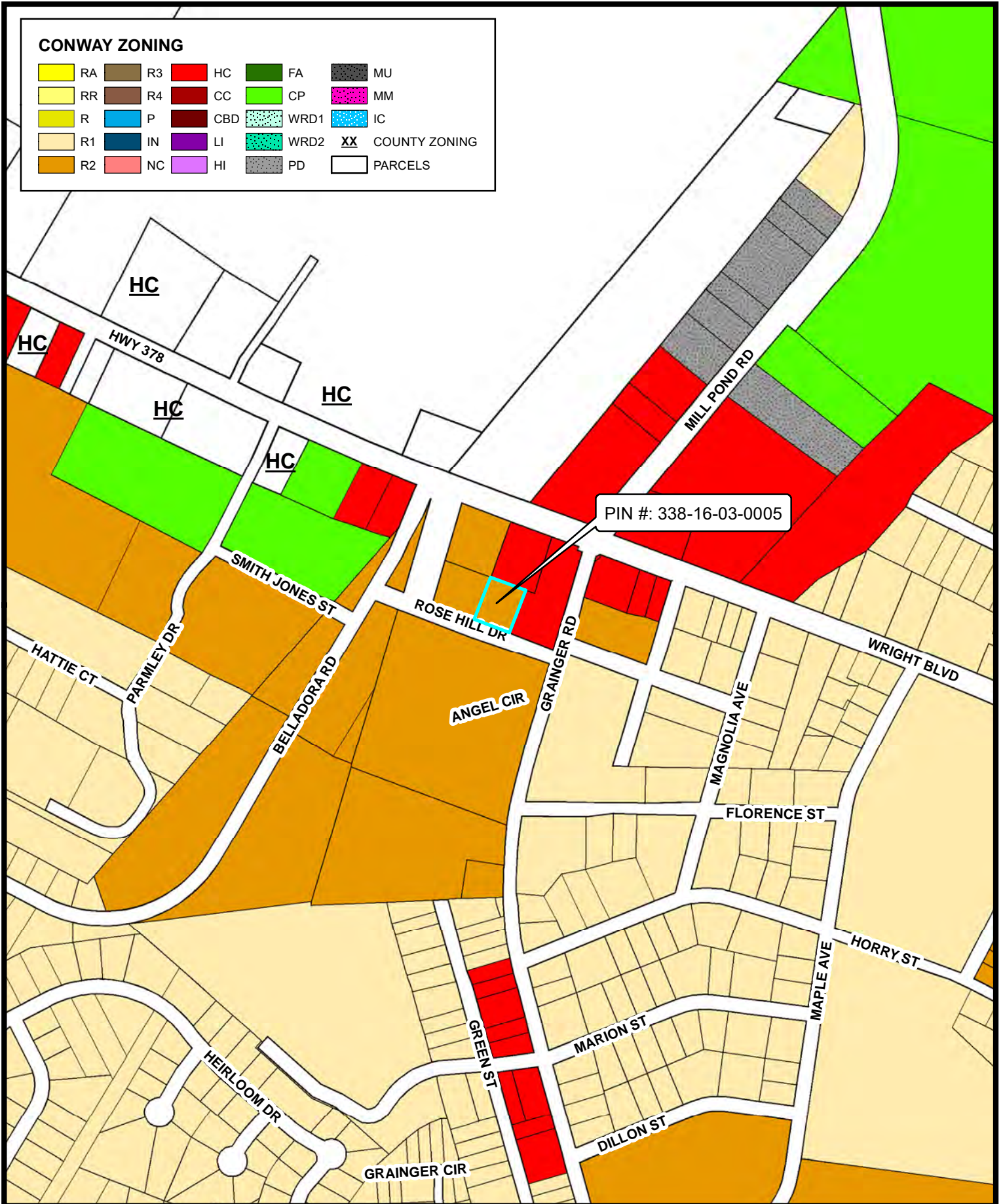


PIN #: 338-16-03-0005
TMS #: 136-04-11-021
1904 ROSEHILL DR
(P24-0005)



CONWAY ZONING

RA	R3	HC	FA	MU
RR	R4	CC	CP	MM
R	P	CBD	WRD1	IC
R1	IN	LI	WRD2	XX COUNTY ZONING
R2	NC	HI	PD	PARCELS




















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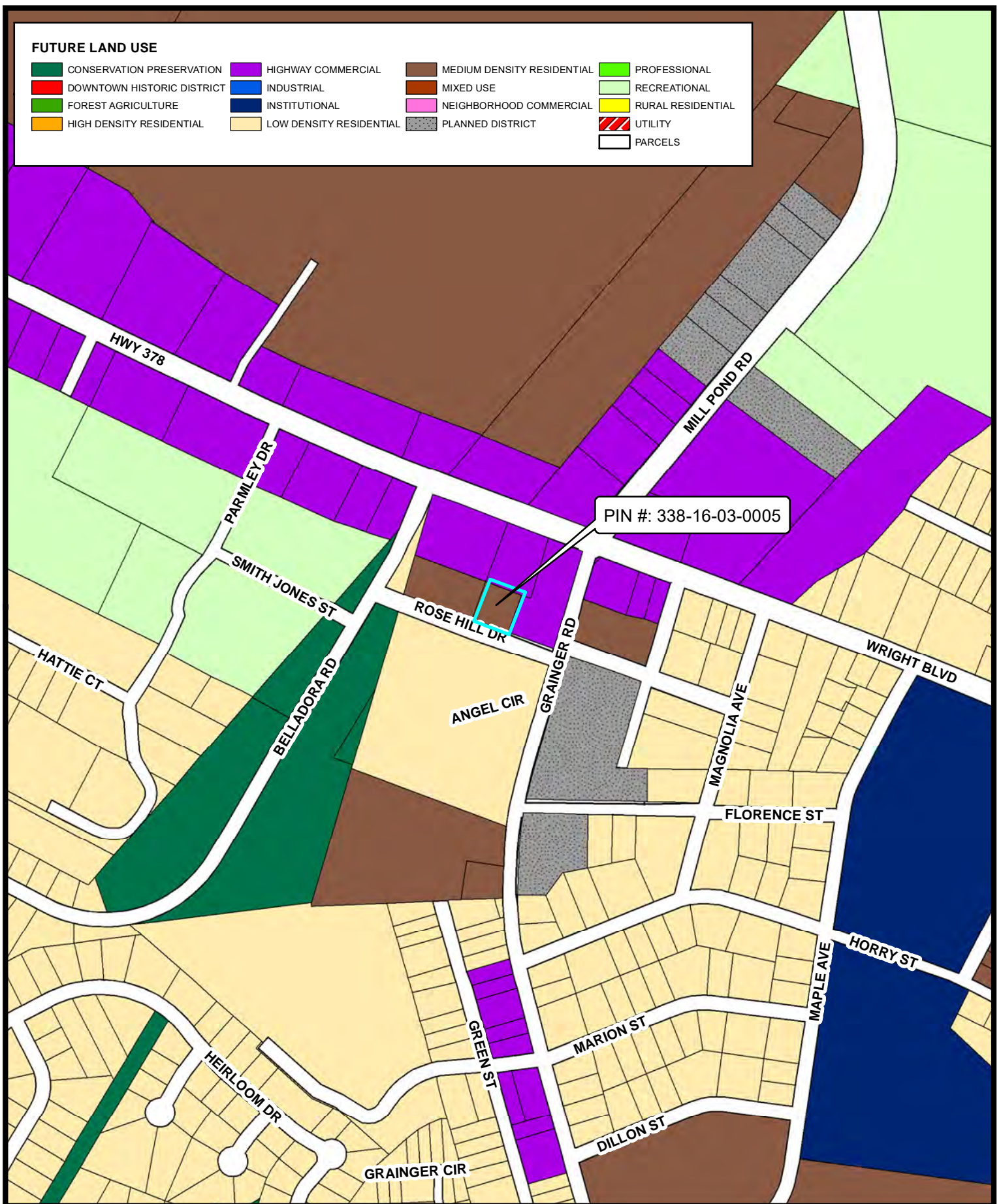


PIN #: 338-16-03-0005
TMS #: 136-04-11-021
1904 ROSEHILL DR
(P24-0005)








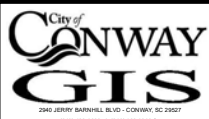
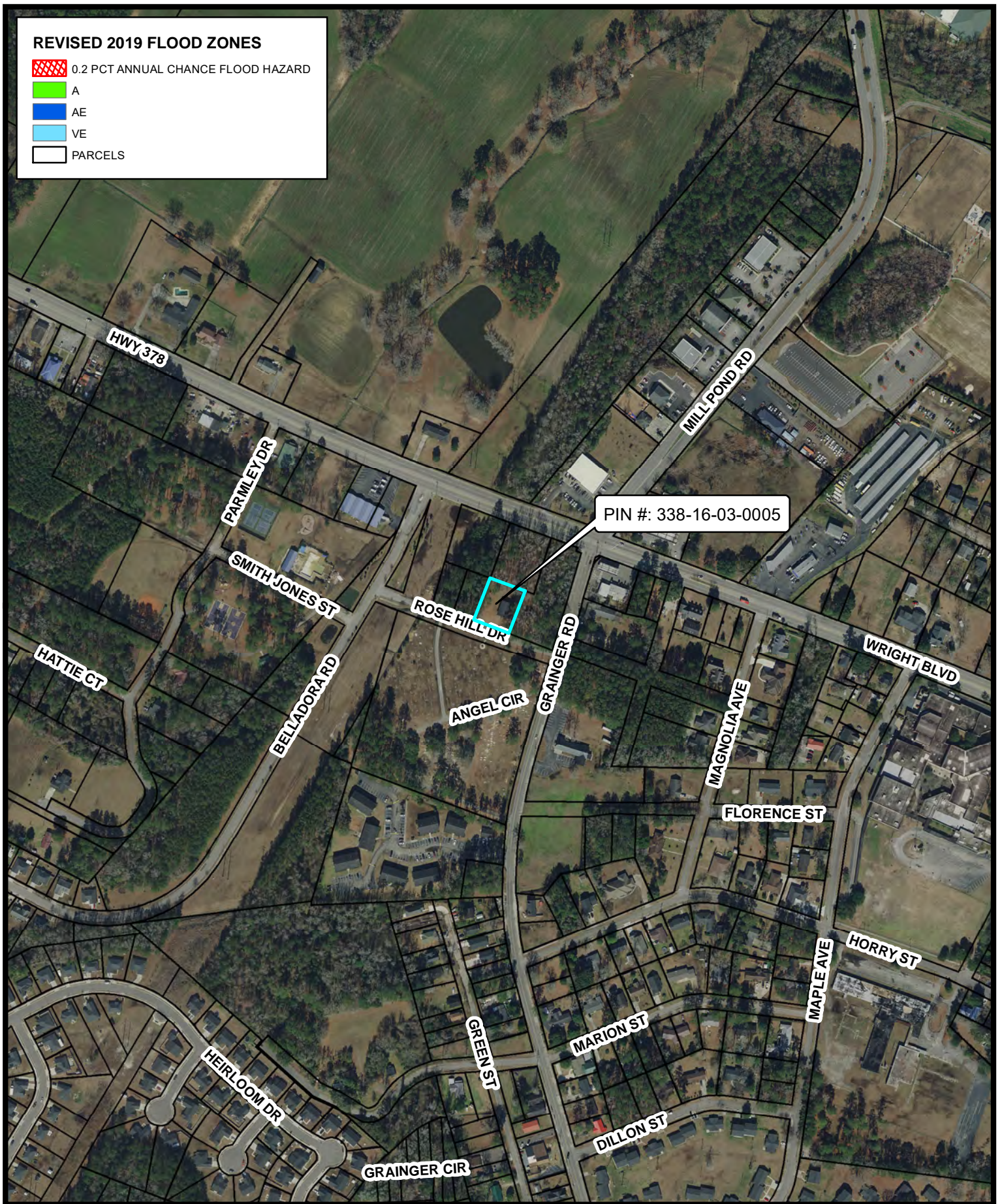
FUTURE LAND USE

	CONSERVATION PRESERVATION		HIGHWAY COMMERCIAL		MEDIUM DENSITY RESIDENTIAL		PROFESSIONAL
	DOWNTOWN HISTORIC DISTRICT		INDUSTRIAL		MIXED USE		RECREATIONAL
	FOREST AGRICULTURE		INSTITUTIONAL		NEIGHBORHOOD COMMERCIAL		RURAL RESIDENTIAL
	HIGH DENSITY RESIDENTIAL		LOW DENSITY RESIDENTIAL		PLANNED DISTRICT		UTILITY
							PARCELS



REVISED 2019 FLOOD ZONES

-  0.2 PCT ANNUAL CHANCE FLOOD HAZARD
-  A
-  AE
-  VE
-  PARCELS



Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.



PIN #: 338-16-03-0005
TMS #: 136-04-11-021
1904 ROSEHILL DR
(P24-0005)





Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

Phone: (843) 488-9888
Conway, South Carolina

www.cityofconway.com

Notice

All zoning map amendments shall follow the procedures set forth in Section 13.1.7 of the City of Conway Unified Development Ordinance. Amendments to the Official Zoning Map shall be initiated by members of City Council, the Planning Commission, the Planning Director, or owner(s) of the subject property. In order to partially defray the administrative cost of zoning map amendments, the applicant shall pay a filing fee to the City of Conway in the amount of \$250.00 at the time this application is submitted. Planned Development rezonings are \$2,500.00 and Planned Development Amendments are \$500.00, and due at the time of submission. A plat of the property to be rezoned may be required with this application.

PHYSICAL ADDRESS OF PROPERTY: 1904 Rose Hill Drive FEE PAID ☒ YES ☐ NO

AREA OF SUBJECT PROPERTY (ACREAGE): 0.43 AC PIN: 33816030005

CURRENT ZONING CLASSIFICATION: Medium Density Residential (R2)

COMPREHENSIVE PLAN 2035 FUTURE LAND USE: Medium Density Residential

REQUESTED ZONING CLASSIFICATION: Highway Commercial

NAME OF PROPERTY OWNER(S):

Bethlehem Lodge No 327

PHONE # 843 902 4825

PHONE # _____

MAILING ADDRESS OF PROPERTY OWNER(S):

1719 Ward Cir, Conway, SC 29527

I (we) the owner(s) do hereby certify that all information presented in this Zoning Map Amendment Application is correct.

Bennett, Flynn, J. S.
PROPERTY OWNER'S SIGNATURE(S)

1/3/24
DATE

PROPERTY OWNER'S SIGNATURE(S)

DATE

THE APPLICANT OR A REPRESENTATIVE MUST BE PRESENT AT THE MEETING.

DATE: FEBRUARY 19, 2024
ITEM: VIII. B.

ISSUE:

First Reading of Ordinance #ZA2024-03-18 (D) to annex approximately 11.53 acres of property located at/near the intersection of Gardner Lacy Rd and Hwy 501 (PIN 399-00-00-0403), and rezone from the Horry County Highway Commercial (HC) to the City of Conway Highway Commercial (HC) zoning district.

BACKGROUND:

On January 8th, the applicant submitted a rezoning application for the subject property, located at the intersection of Gardner Lacy Rd and Hwy 501. The property is currently zoned Horry County Highway Commercial (HC), and is currently vacant, with the exception of signage. The application to rezone does not specify the proposed use of the property, and it is not required that the use be provided. Any use in the requested zoning district would be permitted should the request be approved.

Per *Section 3.2.10* of the UDO, the intent of the Highway Commercial (HC) district is to *provide compatible locations to serve the automobile-oriented commercial activities in harmony with major highway developments, reduce traffic congestions and to enhance the aesthetic atmosphere of the City.*

Surrounding uses/Zoning Districts:

The property abuts parcels zoned City of Conway Light Industrial (LI). Other adjacent zoning classifications are Horry County Light Industrial (LI) and Horry County Highway Commercial (HC). Uses include a both vacant property and a gas station (zoned HC), the property also abuts properties with manufacturing facilities (zoned County LI), and distribution centers (zoned LI).

CITY OF CONWAY COMPREHENSIVE PLAN:

The future land use map of the *Comprehensive Plan* also identifies the entire parcel as *Highway Commercial (HC)*.

PLANNING COMMISSION:

Planning Commission held the required public hearing on the request at their February 1, 2024 meeting, and recommended approval of the request to annex and rezone to HC.

STAFF RECOMMENDATION:

Staff recommends approval of **First Reading of Ordinance #ZA2024-03-18 (D)** to annex and rezone the property to the City of Conway Highway Commercial (HC) district.

ORDINANCE #ZA2024-03-18 (D)

AN ORDINANCE TO ANNEX APPROXIMATELY 11.53 ACRES OF PROPERTY LOCATED AT/NEAR THE INTERSECTION OF GARDNER LACY ROAD AND HIGHWAY 501 (PIN 339-00-00-0403), AND REQUEST TO REZONE FROM THE HORRY COUNTY HIGHWAY COMMERCIAL (HC) DISTRICT TO THE CITY OF CONWAY HIGHWAY COMMERCIAL (HC) DISTRICT.

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY:

SECTION 1. FINDINGS:

A petition has been submitted to the City Council of the City of Conway to annex approximately 11.53 acres of property described herein and represented on a map. The City Council of the City of Conway has determined that the annexation of this area into the City of Conway will be to the advantage of the municipality.

The area proposed for annexation is adjacent to the present City limits. The petition for annexation of land and declared zoning is hereby accepted by the governing body of the municipality of Conway, and made a part of the City of Conway, South Carolina, to wit:

ALL AND SINGULAR, those certain parcels, lots, or tracts of land in Conway Township, County and State aforesaid, containing approximately 11.53 acres of property located at/near the intersection of Gardner Lacy Rd and Hwy 501 (PIN 399-00-00-0403), and request to rezone from the Horry County Highway Commercial (HC) district, to the City of Conway Highway Commercial (HC) district.

This annexation includes all waterways, roads, and rights-of-way adjacent to the property.
For a more specific description of said property, see attached map.

SECTION 2. APPLICATION OF ZONING ORDINANCE:

The property is admitted as City of Conway Highway Commercial (HC) area under the zoning laws of the municipality.

SECTION 3. EFFECTIVE DATE:

The annexation is effective as of the date of the final reading of this Ordinance.

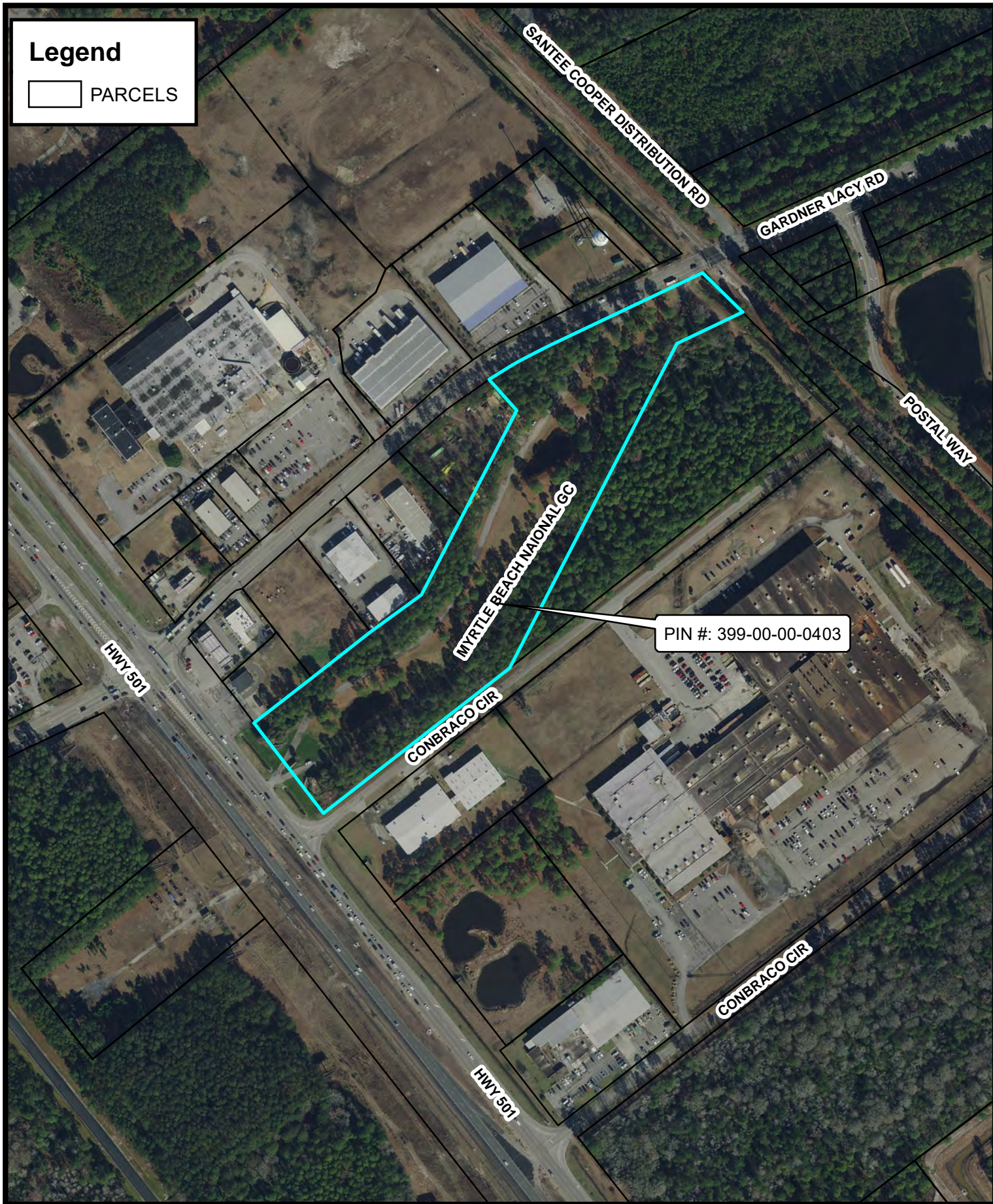
AND BE IT FURTHER ORDAINED that such changes shall be made on the Official Zoning Map. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

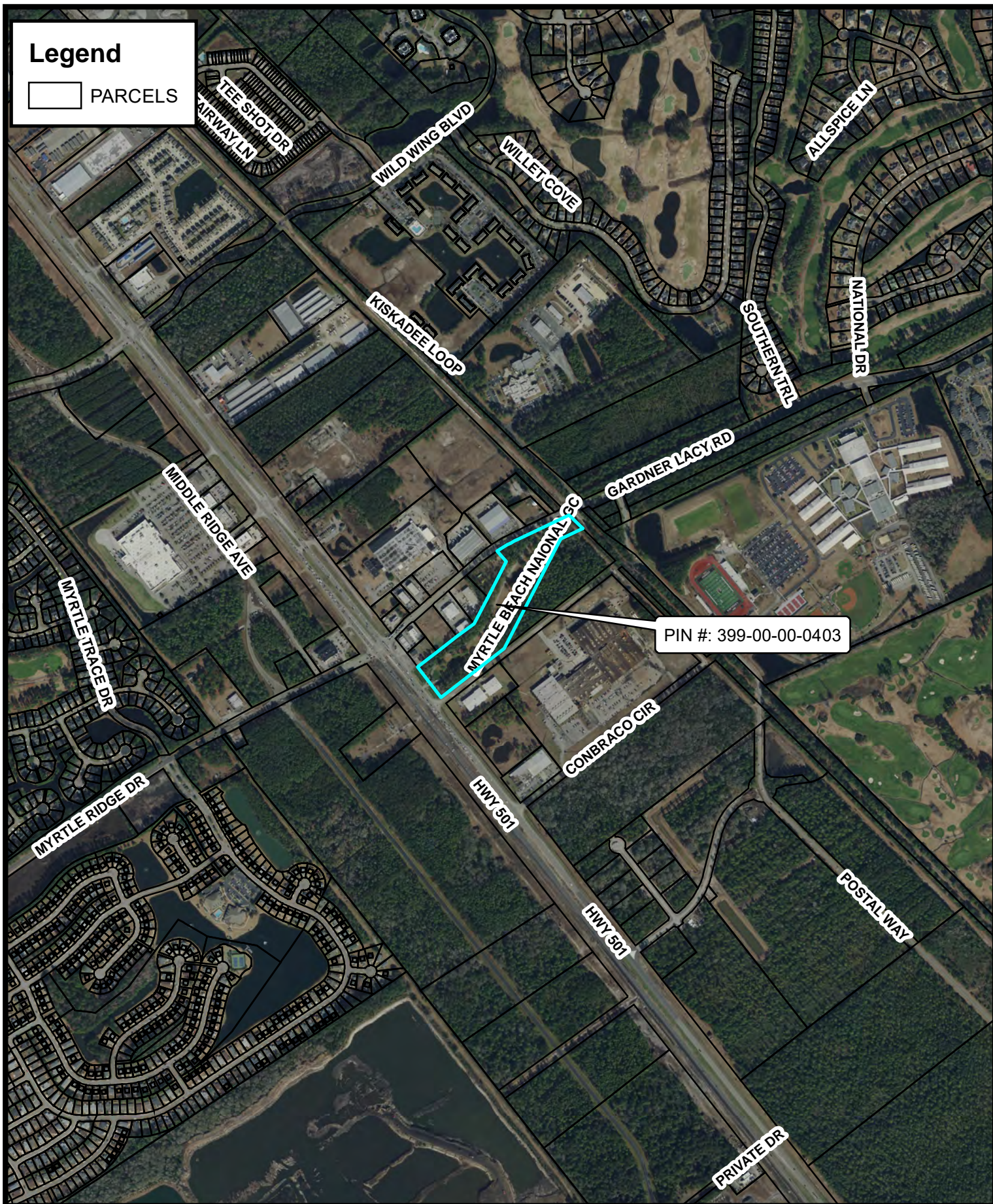
RATIFIED BY CITY COUNCIL, duly assembled, this_____day of _____, 2024.

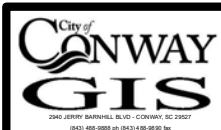
_____ Barbara Jo Blain-Bellamy, Mayor	_____ Larry A. White, Mayor Pro Tem
_____ Amanda Butler, Council Member	_____ William M. Goldfinch IV, Council Member
_____ Julie Ann Hardwick, Council Member	_____ Beth Helms, Council Member
_____ Justin D. Jordan, Council Member	_____ ATTEST: Alicia Shelley, City Clerk

First Reading: _____

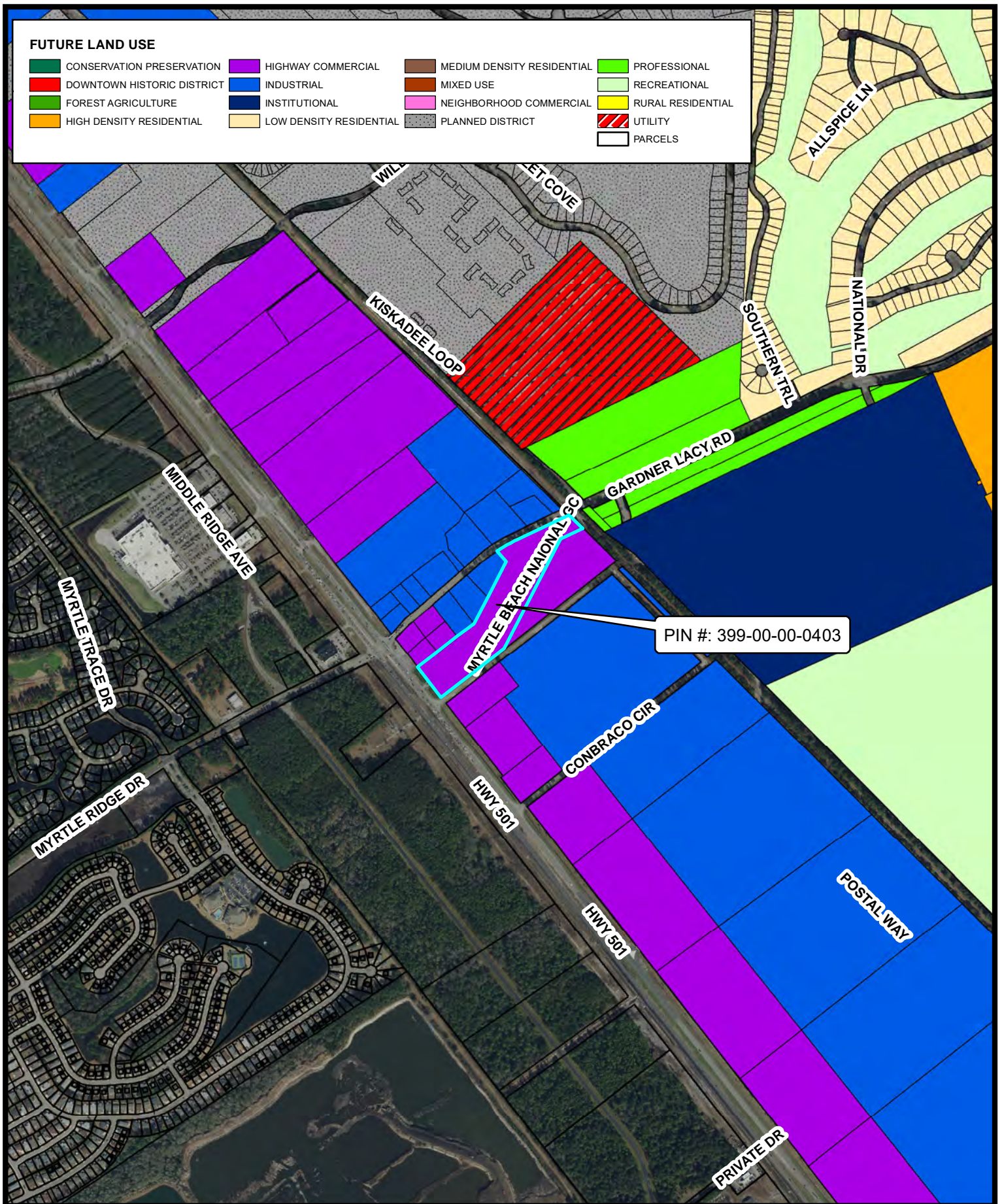
Final Reading: _____





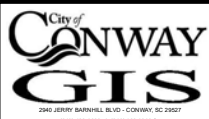
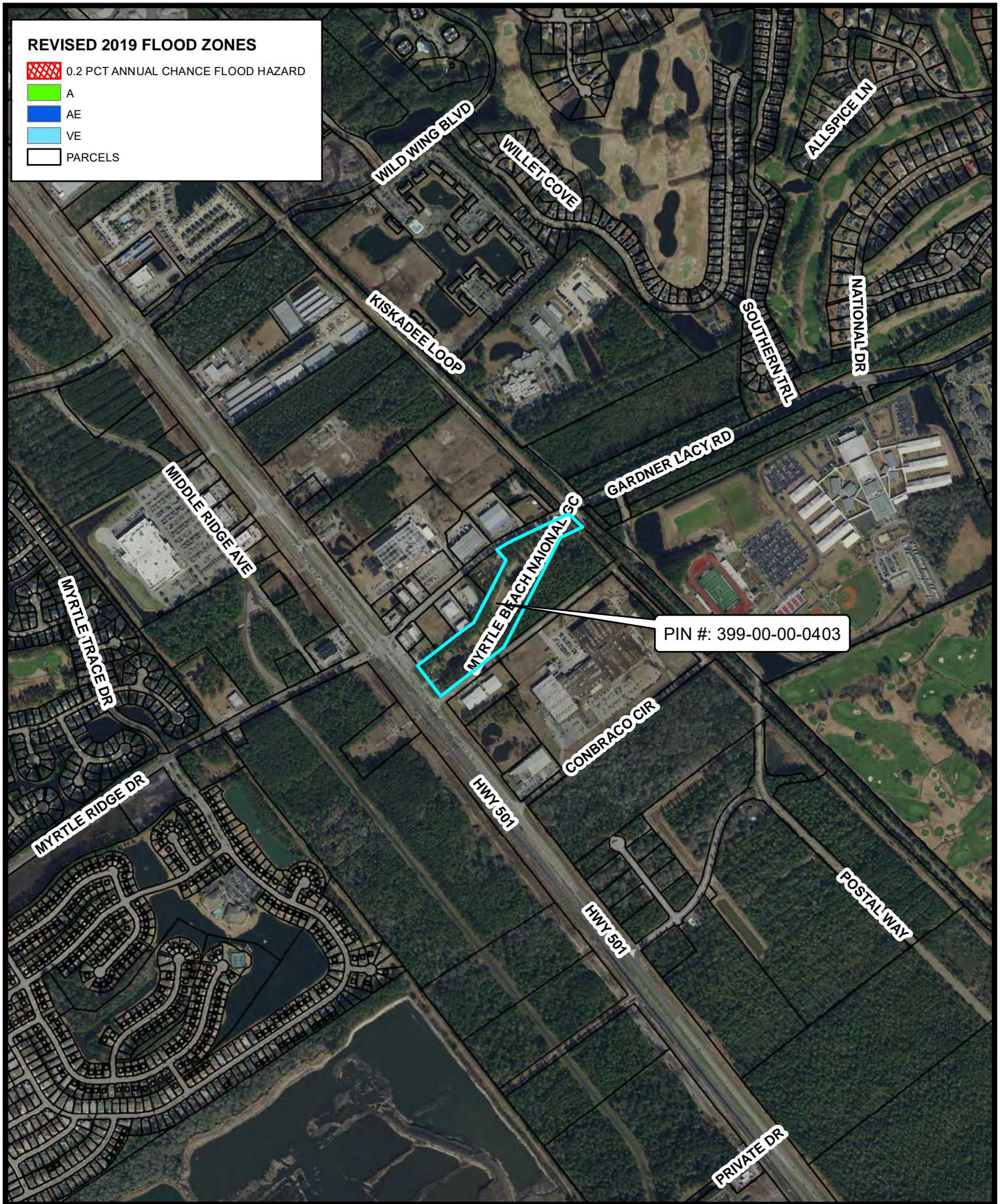


City of
CONWAY
SOUTH CAROLINA



REVISED 2019 FLOOD ZONES

- 0.2 PCT ANNUAL CHANCE FLOOD HAZARD
- A
- AE
- VE
- PARCELS



Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.



PIN #: 399-00-00-0403
TMS #: 151-00-03-043
FOUNDERS NATIONAL GOLF LLC
(P24-0007)



LETTER OF AGENCY

To: City of Conway

Re: Horry County PIN No.: 399-00-00-0403

Property Location: U.S. Highway 501 and Gardner Lacy Road (Myrtle Beach National Entrance)

Fee Owner: Founders National Golf, LLC

In connection with the above referenced property, I hereby appoint the person shown below as my agent for purposes of filing such applications for zoning and zoning amendments, zoning variances, design modifications, future land use plan amendments, site plans, and subdivision plats for the above referenced properties as may be required.

Authorized Agent: Robert S. Guyton of Robert S. Guyton, P.C.

Agent's Address: Guyton: 4605 B Oleander Drive, Suite 202
Myrtle Beach, SC 29577

Agent's Telephone: Guyton: (843) 839-2100

FEE OWNER:

FOUNDERS NATIONAL GOLF, LLC, a South
Carolina limited liability company

By: 

Dean J. Karavan, its Authorized Agent

Address: 2000 World Tour Blvd.
Myrtle Beach, SC 29579

Phone: (843) 222-1118



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning
Department 196 Laurel Street, 29526

Phone: (843) 488-9888
Conway, South Carolina

www.cityofconway.com

Instructions:

- Fill out all 3 pages
- Submit signed forms to City of Conway Planning Department

STATE OF SOUTH CAROLINA)

)

PETITION FOR ANNEXATION

COUNTY OF HORRY)

TO THE HONORABLE MAYOR AND CITY COUNCIL OF CONWAY

WHEREAS, § 5-3-150 (3) of the Code of Laws of South Carolina provides for the annexation of an area or property which is contiguous to a City by filing with the municipal governing body a petition signed by all persons owning real estate in the area requesting annexation; and

WHEREAS, the undersigned are all persons owning real estate in the area requesting annexation; and

WHEREAS, the area requesting annexation is described as follows, to wit:

NOW, THEREFORE, the undersigned petition the City Council of Conway to annex the below described area into the municipal limits of the City of Conway.

PROPERTY LOCATION/SUBDIVISION: U.S. Highway 501/Gardner Lacy Road

PIN: 399-00-00-0403 ACREAGE: 11.47

PROPERTY ADDRESS: Between Seaboard and U.S. Highway 501

PROPERTY OWNER MAILING ADDRESS: 4605 B Oleander Dr., Ste. 202, Myrtle Beach, SC 29577

PROPERTY OWNER TELEPHONE NUMBER: 843-839-2100

PROPERTY OWNER EMAIL: rsguyton@guytonlawfirm.com

APPLICANT: Robert S. Guyton

APPLICANT'S EMAIL: rsguyton@guytonlawfirm.com

IS THE APPLICANT THE PROPERTY OWNER? CIRCLE: YES ☐ NO ☒

IF NOT: PLEASE INCLUDE A LETTER OF AGENCY OR POWER OF ATTORNEY FROM THE OWNER ADDING RESPONSIBILITY TO THE APPLICANT.

PROPERTY OWNERS (Attach additional sheets if necessary)

See Letter of Agency DATE: _____
(Print) (Signature)

(Print) (Signature) DATE: _____



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

Is there a structure on the lot: No Structure Type: _____

Current Use: Undeveloped

Are there any wetlands on the property?

CIRCLE: YES ☐ NO ☒

If yes, please include valid wetland delineation letter from army corps of engineers.

Is the property restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the permitted or proposed use of the land?

CIRCLE: YES ☐ NO ☒

If yes, please explain and provide a copy of covenant and/or restriction.

Is the city a party to any deed restrictions or easements existing on the property?

CIRCLE: YES ☐ NO ☒

If yes, please describe.

Are there any building permits in progress or pending for this property?

CIRCLE: YES ☐ NO ☒

If yes, please provide permit number and jurisdiction.

FEES ARE DUE AT SUBMITTAL.

RI ZONING DISTRICT – NO FEE ALL OTHER ZONING DISTRICTS - \$ 250

PLEASE SUBMIT TO THE PLANNING & DEVELOPMENT DEPARTMENT

planning@cityofconway.com



Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

Phone: (843) 488-9888
Conway, South Carolina

www.cityofconway.com

Notice

All zoning map amendments shall follow the procedures set forth in Section 13.1.7 of the City of Conway Unified Development Ordinance. Amendments to the Official Zoning Map shall be initiated by members of City Council, the Planning Commission, the Planning Director, or owner(s) of the subject property. In order to partially defray the administrative cost of zoning map amendments, the applicant shall pay a filing fee to the City of Conway in the amount of \$250.00 at the time this application is submitted. Planned Development rezonings are \$2,500.00 and Planned Development Amendments are \$500.00, and due at the time of submission. A plat of the property to be rezoned may be required with this application.

PHYSICAL ADDRESS OF PROPERTY: U.S. Hwy 501/Gardner Lacy FEE PAID () YES () NO

AREA OF SUBJECT PROPERTY (ACREAGE): 11.47 AC PIN: 399-00-00-0403

CURRENT ZONING CLASSIFICATION: Horry County HC

COMPREHENSIVE PLAN 2035 FUTURE LAND USE: HC

REQUESTED ZONING CLASSIFICATION: HC

NAME OF PROPERTY OWNER(S):

Founders National Golf, LLC applicant Robert S. Guyton PHONE # 843-839-2111

PHONE # _____

MAILING ADDRESS OF PROPERTY OWNER(S):

4605 B Oleander Dr., Ste. 202, Myrtle Beach, SC 29577

4605 B Oleander Dr., Ste. 202, Myrtle Beach, SC 29577

I (we) the owner(s) do hereby certify that all information presented in this Zoning Map Amendment Application is correct.

Applicant: _____

PROPERTY OWNER'S SIGNATURE(S)

DATE

1/5/24

PROPERTY OWNER'S SIGNATURE(S)

DATE

THE APPLICANT OR A REPRESENTATIVE MUST BE PRESENT AT THE MEETING.



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning
Department 196 Laurel Street, 29526

Phone: (843) 488-9888
Conway, South Carolina

www.cityofconway.com

Instructions:

- Fill out all 3 pages
- Submit signed forms to City of Conway Planning Department

STATE OF SOUTH CAROLINA)

)

PETITION FOR ANNEXATION

COUNTY OF HORRY)

TO THE HONORABLE MAYOR AND CITY COUNCIL OF CONWAY

WHEREAS, § 5-3-150 (3) of the Code of Laws of South Carolina provides for the annexation of an area or property which is contiguous to a City by filing with the municipal governing body a petition signed by all persons owning real estate in the area requesting annexation; and

WHEREAS, the undersigned are all persons owning real estate in the area requesting annexation; and

WHEREAS, the area requesting annexation is described as follows, to wit:

NOW, THEREFORE, the undersigned petition the City Council of Conway to annex the below described area into the municipal limits of the City of Conway.

PROPERTY LOCATION/SUBDIVISION: U.S. Highway 501/Gardner Lacy Road

PIN: 399-00-00-0403 ACREAGE: 11.47

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PROPERTY OWNER MAILING ADDRESS: 4605 B Oleander Dr., Ste. 202, Myrtle Beach, SC 29577

PROPERTY OWNER TELEPHONE NUMBER: 843-839-2100

PROPERTY OWNER EMAIL: rsguyton@guytonlawfirm.com

APPLICANT: Robert S. Guyton

APPLICANT'S EMAIL: rsguyton@guytonlawfirm.com

IS THE APPLICANT THE PROPERTY OWNER? CIRCLE: YES ☐ NO ☒

IF NOT: PLEASE INCLUDE A LETTER OF AGENCY OR POWER OF ATTORNEY FROM THE OWNER ADDING RESPONSIBILITY TO THE APPLICANT.

PROPERTY OWNERS (Attach additional sheets if necessary)

(Print) See Letter of Agency DATE: _____
(Signature)

(Print) DATE: _____
(Signature)



PETITION FOR ANNEXATION

Staff Use Only

Received: _____

BS&A #: _____

Is there a structure on the lot: No Structure Type: _____

Current Use: Undeveloped

Are there any wetlands on the property?

CIRCLE: YES ☐ NO ☒

If yes, please include valid wetland delineation letter from army corps of engineers.

Is the property restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the permitted or proposed use of the land?

CIRCLE: YES ☐ NO ☒

If yes, please explain and provide a copy of covenant and/or restriction.

Is the city a party to any deed restrictions or easements existing on the property?

CIRCLE: YES ☐ NO ☒

If yes, please describe.

Are there any building permits in progress or pending for this property?

CIRCLE: YES ☐ NO ☒

If yes, please provide permit number and jurisdiction.

FEES ARE DUE AT SUBMITTAL.

RI ZONING DISTRICT – NO FEE ALL OTHER ZONING DISTRICTS - \$ 250

PLEASE SUBMIT TO THE PLANNING & DEVELOPMENT DEPARTMENT

planning@cityofconway.com



Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

Phone: (843) 488-9888
Conway, South Carolina

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PHYSICAL ADDRESS OF PROPERTY: U.S. Hwy 501/Gardner Lacy FEE PAID () YES () NO

AREA OF SUBJECT PROPERTY (ACREAGE): 11.47 AC PIN: 399-00-00-0403

CURRENT ZONING CLASSIFICATION: Horry County HC

COMPREHENSIVE PLAN 2035 FUTURE LAND USE: HC

REQUESTED ZONING CLASSIFICATION: HC

NAME OF PROPERTY OWNER(S):

Founders National Golf, LLC applicant Robert S. Guyton PHONE # 843-839-2111

PHONE # _____

MAILING ADDRESS OF PROPERTY OWNER(S):

4605 B Oleander Dr., Ste. 202, Myrtle Beach, SC 29577

4605 B Oleander Dr., Ste. 202, Myrtle Beach, SC 29577

I (we) the owner(s) do hereby certify that all information presented in this Zoning Map Amendment Application is correct.

Applicant: _____

PROPERTY OWNER'S SIGNATURE(S)

DATE

1/5/24

PROPERTY OWNER'S SIGNATURE(S)

DATE

THE APPLICANT OR A REPRESENTATIVE MUST BE PRESENT AT THE MEETING.

DATE: FEBRUARY 19, 2024
ITEM: VIII. C.

ISSUE:

First Reading of **Ordinance #ZA2024-03-18 (E)** to annex approximately 0.7 acres located at 3648 Ole Alston Avenue (PIN 369-10-02-0004), and rezone from the Horry County Commercial Forest Agriculture (CFA) district to the City of Conway Low/Medium-Density Residential (R-1) district.

BACKGROUND:

The annexation application was submitted by Jerry Rexroad, of Ashford Properties, LLC, as a requirement to connect to city utility services. According to Horry County Register of Deed's website, the deed was transferred into the applicant's name on January 11, 2024. There is an existing single-family dwelling on the property. Restrictive covenants were recorded for this property on January 31, 2024.

This property is contiguous to properties within the Woodland Lakes Subdivision. In April 2022, council denied an annexation request for the neighboring property. Ole Alston Avenue is a county owned and does not appear to be paved. Per *Section 10.5.2 – Street Improvements*, of the UDO:

“Any existing street segment that has not been accepted for maintenance by either the City of Conway, Horry County, or SCDOT, and that is to serve as the required frontage for one or more lots created, *shall be improved and dedicated to the public in such a manner that the street segment meets the standards for the particular classification of street*, including right-of-way width. Such street segment shall be directly connected to the existing public street system by way of at least one public street accepted for maintenance by the City of Conway, Horry County, or SCDOT. *No development shall be permitted on any street that is an “island” not connected directly to the public street system.*”

This would mean that any property that is currently vacant on Ole Alston Avenue that is adjacent to City property, required to annex, would be required to improve the roadway(s) leading to the property before any development could take place, which would place a large financial burden on an individual property owner.

CITY OF CONWAY COMPREHENSIVE PLAN:

The Future Land Use Map of the *Comprehensive Plan* identifies this property as Low/Medium-Density Residential (R-1).

The intent of the R-1 District is to provide for the preservation and expansion of areas for low to medium density, detached single-family residential development in the City of Conway. The district shall present a relatively spacious character, promote quiet, livable neighborhoods, and prohibit uses that are incompatible with the residential nature of the surrounding area.

STAFF RECOMMENDATION:

Staff recommends against annexation of the property at 3648 Ole Alston Avenue.

ORDINANCE #ZA2024-03-18 (E)

**AN ORDINANCE TO ANNEX APPROXIMATELY 0.7 ACRES OF PROPERTY
LOCATED AT 3648 OLE ALSTON AVE (PIN 369-10-02-0004), AND REQUEST TO
REZONE FROM THE HORRY COUNTY COMMERCIAL FOREST AGRICULTURE
(CFA) DISTRICT TO THE CITY OF CONWAY LOW/MEDIUM-DENSITY
RESIDENTIAL DISTRICT (R-1) DISTRICT.**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF CONWAY:

SECTION 1. FINDINGS:

A petition has been submitted to the City Council of the City of Conway to annex approximately 0.7 acres of property described herein and represented on a map. The City Council of the City of Conway has determined that the annexation of this area into the City of Conway will be to the advantage of the municipality.

The area proposed for annexation is adjacent to the present City limits. The petition for annexation of land and declared zoning is hereby accepted by the governing body of the municipality of Conway, and made a part of the City of Conway, South Carolina, to wit:

ALL AND SINGULAR, those certain parcels, lots, or tracts of land in Conway Township, County and State aforesaid, containing approximately 0.7 acres of property located at 3648 Ole Alston Avenue (PIN 369-10-02-0004) and request to rezone from the Horry County Commercial Forest Agriculture (CFA) district to the City of Conway Low/Medium-Density Residential (R-1) district.

This annexation includes all waterways, roads, and rights-of-way adjacent to the property.
For a more specific description of said property, see attached map.

SECTION 2. APPLICATION OF ZONING ORDINANCE:

The property is admitted as City of Conway Low/Medium Density Residential District (R-1) area under the zoning laws of the municipality.

SECTION 3. EFFECTIVE DATE:

The annexation is effective as of the date of the final reading of this Ordinance.

AND BE IT FURTHER ORDAINED that such changes shall be made on the Official Zoning Map. All ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

RATIFIED BY CITY COUNCIL, duly assembled, this _____ day of _____, 2024.

Barbara Jo Blain-Bellamy, Mayor

Larry A. White, Mayor Pro Tem

Amanda Butler, Council Member

William M. Goldfinch IV, Council Member

Julie Ann Hardwick, Council Member

Beth Helms, Council Member

Justin D. Jordan, Council Member

ATTEST: Alicia Shelley, City Clerk

First Reading: _____

Final Reading: _____

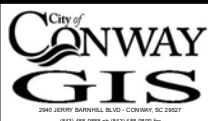
Legend

 PARCELS

MERGANSER DR

PIN #: 369-10-02-0004

OLE ALSTON AVE



Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.

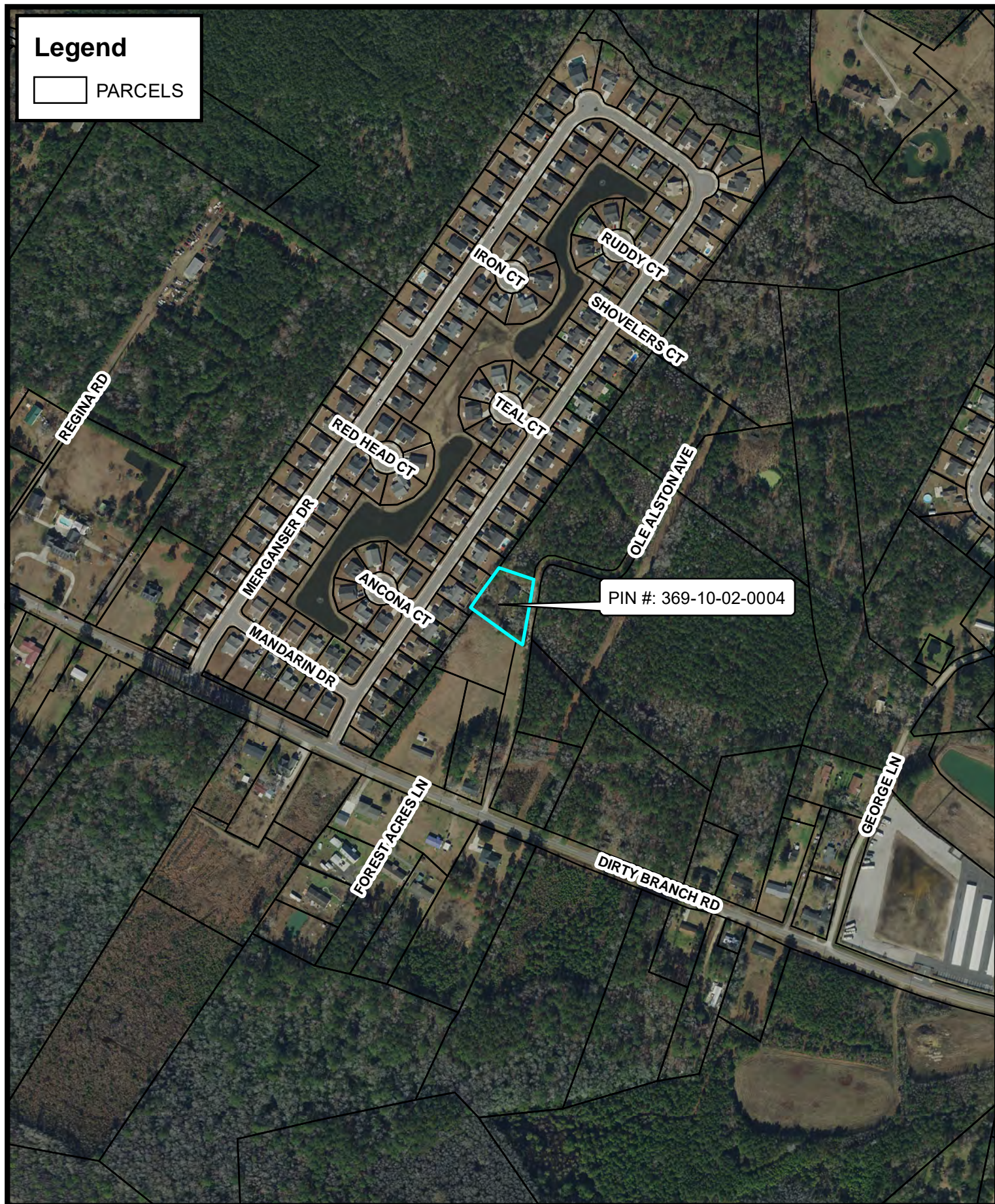


PIN #: 369-10-02-0004
TMS #: 136-00-03-116
OLE ALSTON AVE
(P24-0026)



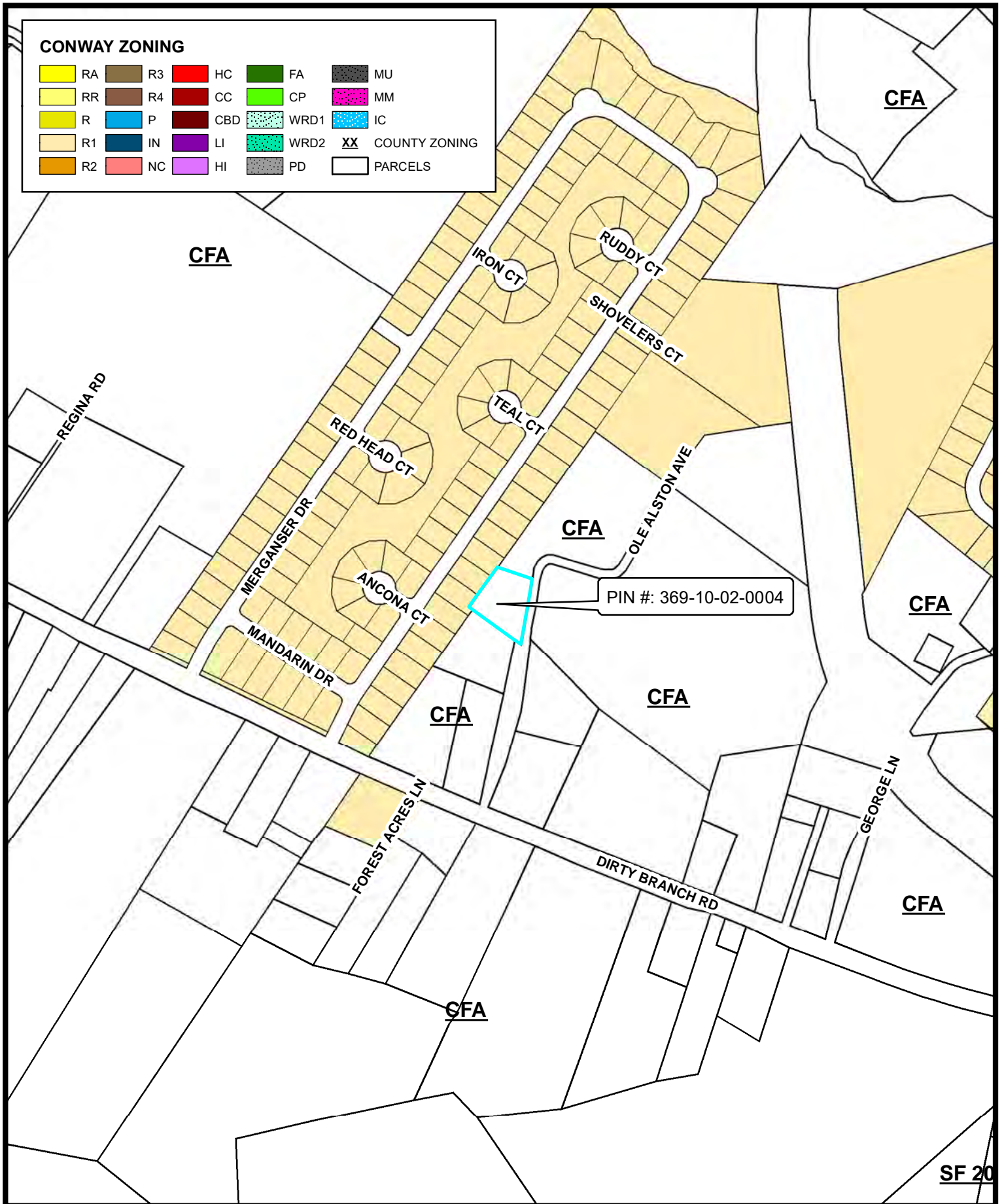
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 PARCELS




















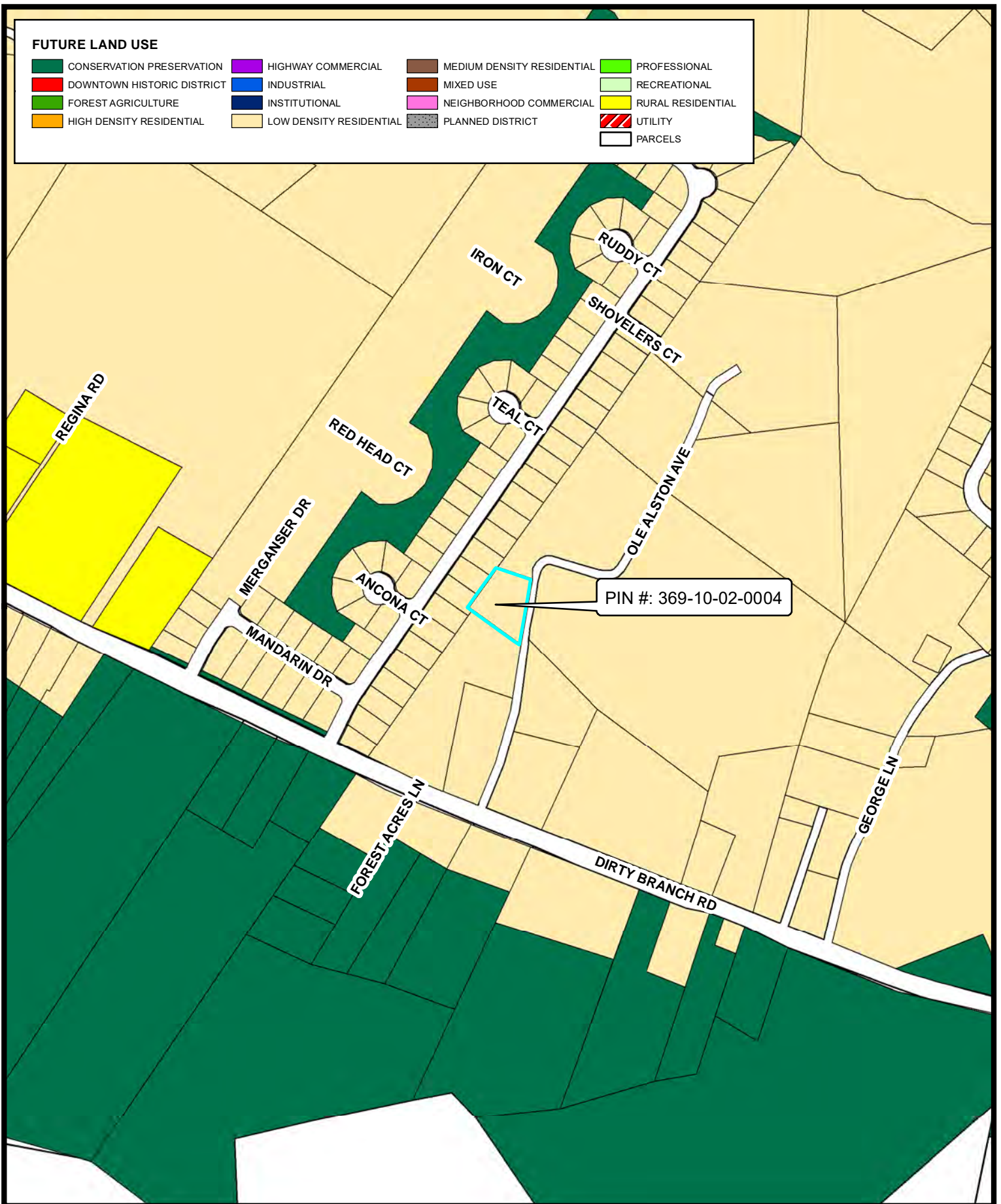
CONWAY ZONING

RA	R3	HC	FA	MU
RR	R4	CC	CP	MM
R	P	CBD	WRD1	IC
R1	IN	LI	WRD2	XX COUNTY ZONING
R2	NC	HI	PD	PARCELS



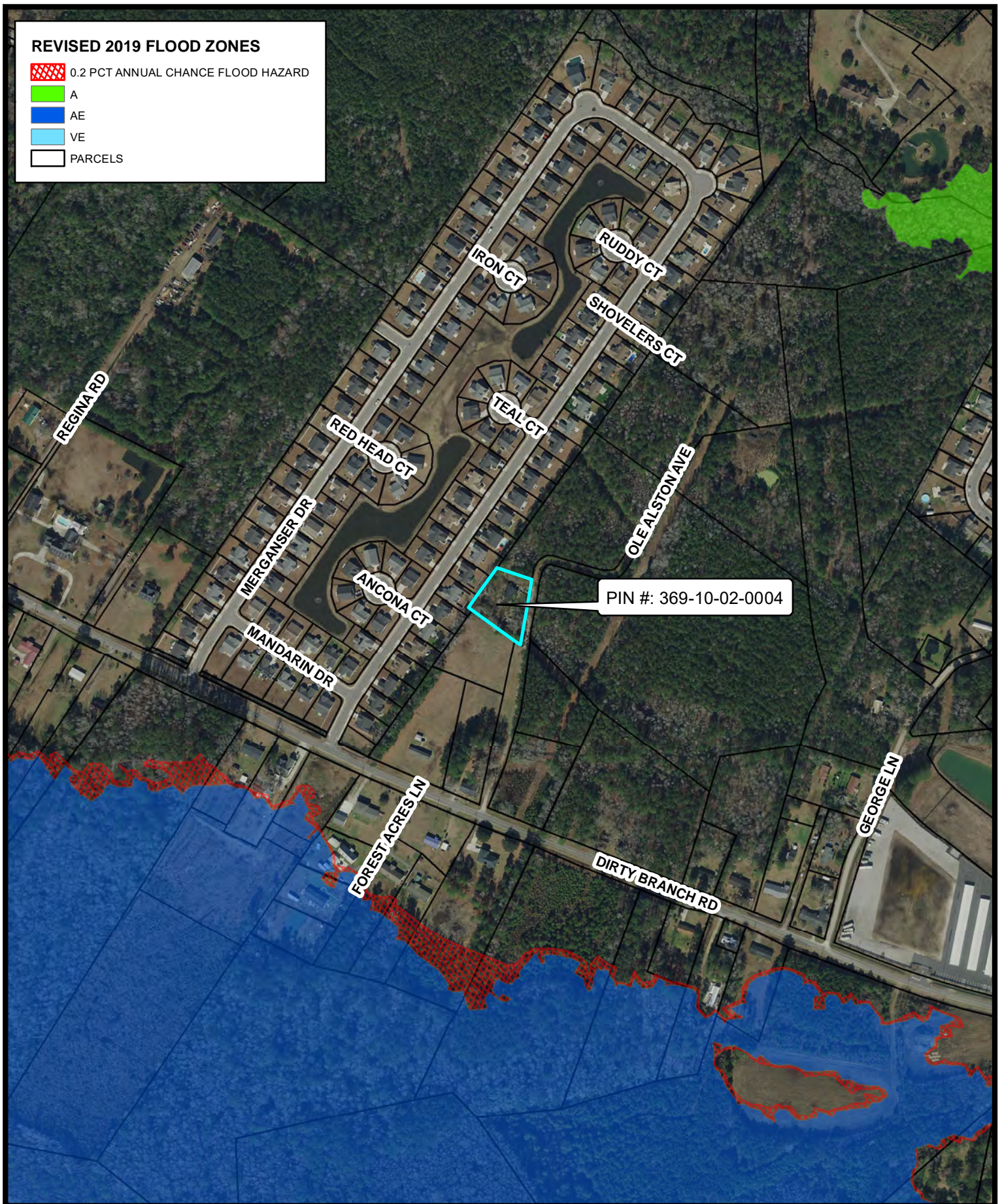
FUTURE LAND USE

 CONSERVATION PRESERVATION	 HIGHWAY COMMERCIAL	 MEDIUM DENSITY RESIDENTIAL	 PROFESSIONAL
 DOWNTOWN HISTORIC DISTRICT	 INDUSTRIAL	 MIXED USE	 RECREATIONAL
 FOREST AGRICULTURE	 INSTITUTIONAL	 NEIGHBORHOOD COMMERCIAL	 RURAL RESIDENTIAL
 HIGH DENSITY RESIDENTIAL	 LOW DENSITY RESIDENTIAL	 PLANNED DISTRICT	 UTILITY
			 PARCELS



REVISED 2019 FLOOD ZONES

- 0.2 PCT ANNUAL CHANCE FLOOD HAZARD
- A
- AE
- VE
- PARCELS





PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning
Department 196 Laurel Street, 29526

Phone: (843) 488-9888
Conway, South Carolina

www.cityofconway.com

Instructions:

- Fill out all 3 pages
- Submit signed forms to City of Conway Planning Department

STATE OF SOUTH CAROLINA)

PETITION FOR ANNEXATION

COUNTY OF HORRY)

TO THE HONORABLE MAYOR AND CITY COUNCIL OF CONWAY

WHEREAS, § 5-3-150 (3) of the Code of Laws of South Carolina provides for the annexation of an area or property which is contiguous to a City by filing with the municipal governing body a petition signed by all persons owning real estate in the area requesting annexation; and

WHEREAS, the undersigned are all persons owning real estate in the area requesting annexation; and

WHEREAS, the area requesting annexation is described as follows, to wit:

NOW, THEREFORE, the undersigned petition the City Council of Conway to annex the below described area into the municipal limits of the City of Conway.

PROPERTY LOCATION/SUBDIVISION: Off Dirty Branch Road

PIN: 3610020004 TMS 126-00-03-116 ACREAGE: .70

PROPERTY ADDRESS: 3638 Ole Alston Avenue or 3638 Wesley Estates

PROPERTY OWNER MAILING ADDRESS: 1279 Four Mile Road, Conway SC 29526

PROPERTY OWNER TELEPHONE NUMBER: 843-241-0277

PROPERTY OWNER EMAIL: ~~jrexroad@capitalvacations.com~~ jerry.rexroad@gmail.com

APPLICANT: Jerry Rexroad

APPLICANT'S EMAIL: ~~jrexroad@capitalvacations.com~~ jerry.rexroad@gmail.com

IS THE APPLICANT THE PROPERTY OWNER? CIRCLE: YES ☒ NO ☐

IF NOT: PLEASE INCLUDE A LETTER OF AGENCY OR POWER OF ATTORNEY FROM THE OWNER ADDING RESPONSIBILITY TO THE APPLICANT.

PROPERTY OWNERS (Attach additional sheets if necessary)

Jerry Rexroad
(Print)

[Signature]
(Signature)

DATE: 1/26/2024

(Print)

(Signature)

DATE: _____



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

Is there a structure on the lot: 1 Structure Type: Single Family Residence

Current Use: SFR

Are there any wetlands on the property?

CIRCLE: YES ☐ NO ☒

If yes, please include valid wetland delineation letter from army corps of engineers.

Is the property restricted by any recorded covenant that is contrary to, conflicts with, or prohibits the permitted or proposed use of the land?

CIRCLE: YES ☐ NO ☒

If yes, please explain and provide a copy of covenant and/or restriction.

Is the city a party to any deed restrictions or easements existing on the property?

CIRCLE: YES ☐ NO ☒

If yes, please describe.

Are there any building permits in progress or pending for this property?

CIRCLE: YES ☐ NO ☒

If yes, please provide permit number and jurisdiction.

FEES ARE DUE AT SUBMITTAL.

RI ZONING DISTRICT – NO FEE ALL OTHER ZONING DISTRICTS - \$ 250

PLEASE SUBMIT TO THE PLANNING & DEVELOPMENT DEPARTMENT

planning@cityofconway.com



Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

Phone: (843) 488-9888
Conway, South Carolina

www.cityofconway.com

Notice

All zoning map amendments shall follow the procedures set forth in Section 13.1.7 of the City of Conway Unified Development Ordinance. Amendments to the Official Zoning Map shall be initiated by members of City Council, the Planning Commission, the Planning Director, or owner(s) of the subject property. In order to partially defray the administrative cost of zoning map amendments, the applicant shall pay a filing fee to the City of Conway in the amount of \$250.00 at the time this application is submitted. Planned Development rezonings are \$2,500.00 and Planned Development Amendments are \$500.00, and due at the time of submission. A plat of the property to be rezoned may be required with this application.

PHYSICAL ADDRESS OF PROPERTY: 3638 Dr Alston Ave FEE PAID () YES (X) NO

AREA OF SUBJECT PROPERTY (ACREAGE): .70 PIN: 36910020004

CURRENT ZONING CLASSIFICATION: CFA

COMPREHENSIVE PLAN 2035 FUTURE LAND USE: R1

REQUESTED ZONING CLASSIFICATION: R1

NAME OF PROPERTY OWNER(S):

Ashford Properties, LLC PHONE # 843 241-0277

PHONE # _____

MAILING ADDRESS OF PROPERTY OWNER(S):

1279 Four Mile Rd, Conway SC 29526

I (we) the owner(s) do hereby certify that all information presented in this Zoning Map Amendment Application is correct.

[Signature]
PROPERTY OWNER'S SIGNATURE(S)

1-25-2024
DATE

PROPERTY OWNER'S SIGNATURE(S)

DATE

THE APPLICANT OR A REPRESENTATIVE MUST BE PRESENT AT THE MEETING.

DATE: FEBRUARY 19, 2024
ITEM: IX. A.

ISSUE:

Approval of name for new subdivision located on Medlen Parkway, called “*Kings Court*”. (PIN’s 338-00-00-0001, 338-00-00-0034, & 337-05-02-0005)

BACKGROUND:

The proposed development is currently being reviewed by the Technical Review Committee. The preliminary plans call for this development to consist of 107 Single-Family detached dwelling units and 98 Townhome units. The applicant, DRG – Development Resource Group, requests to name the proposed subdivision “*Kings Court*” upon plan approval (PIN’s 338-00-00-0001, 338-00-00-0034, & 337-05-02-0005).

According to *Section 10.3.18* of the *City of Conway Unified Development Ordinance (UDO)*, “all subdivision names must be reviewed and adopted by Conway City Council.”

RECOMMENDATION:

Approve “*Kings Court*” as the name of the proposed development as requested by the applicant.



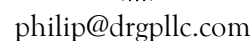
PREPARED FOR
REALSTAR DEVELOPMENT GROUP



The logo is a circular seal with a double-lined border. The outer ring contains the text "SOUTH CAROLINA" at the top and "CERTIFICATE OF AUTHORIZATION" at the bottom, separated by small vertical lines. The inner circle contains the text "DEVELOPMENT RESOURCE GROUP LLC" in the center, with "No. 006089" below it.

JOB No. 22.154
DATE: 12-20-2023
DRAWN BY: J.G.H.
CHECKED BY: P.T.H.
SCALE: 1"= 200'
FILE: P:/22.154/SURVEY

COVER SHEET



REVISION

SHEET 1 OF 5

GRAPHIC SCALE

(IN FEET)
1 inch = 200 ft.

Philip T. Hornbeck, P.E., P.L.S. No. 40337
as agent

TOTAL LINEAR FEET OF PUBLIC STREETS	6,099.59	If
Philip Street	2,286.56	If
Carsens Ferry Drive	1,712.82	If
Imperial Street	851.49	If
Gold Crest Drive	635.85	If
Crown Road	318.23	If
Woodcliffe Drive	144.98	If
Ellouise Drive	149.64	If
TOTAL # OF LOTS	107	
SMALLEST LOT (#107)	8,150	sqaft
LARGEST LOT (#79)	12,271	sqaft

DATE: FEBRUARY 19, 2024
ITEM: IX.B.

ISSUE:

Authorization of application for the 2024 Assistance to Firefighters Grant.

BACKGROUND:

Staff is requesting permission to submit an application to FEMA for an Assistance to Firefighters grant in the amount of \$198,000 to add an apparatus exhaust removal system to all three fire stations. This would finance the purchase of the system for each station and the adapters for each of the fire apparatus.

The primary objective of our grant proposal is to safeguard the health and well-being of our dedicated firefighters. Exposure to hazardous materials present in vehicle exhaust emissions poses a significant risk to their respiratory and overall health. By implementing an advanced fire station exhaust system, we aim to create a safer and healthier environment for our firefighting personnel. The proposed project aligns with and supports compliance with occupational safety standards established by regulatory bodies such as the Occupational Safety and Health Administration (OSHA). Adhering to these standards is crucial in ensuring a work environment that minimizes potential health risks for our firefighters. The installation of an effective exhaust ventilation system is essential in minimizing the inhalation of harmful particulates found in vehicle exhaust. Respiratory issues, including asthma and other pulmonary conditions, are prevalent among firefighters due to prolonged exposure to these pollutants. Our initiative seeks to significantly reduce the incidence of such health concerns among our firefighting personnel.

An efficient exhaust system will streamline the process of vehicle exit and entry from the fire station, saving valuable response time during emergency situations. By reducing the time it takes for vehicles to exit the station without compromising safety, we can enhance the overall efficiency of emergency response operations.

The City of Conway will be required to provide a 10% match (\$19,800) if the grant is awarded. The exact amount of the required match is subject to change depending on actual cost of equipment at the time of purchase. This will be covered through our operational budget.

This grant may not be awarded until next fiscal year and a one-year time frame will be allowed to complete the project. Therefore, the purchase may be pushed back into the FY 2024-25 budget year. There is no cost to apply and the City pays nothing if a grant is not awarded.

RECOMMENDATION:

Authorize submission of the grant application for this project.



Budgetary Estimate

DATE: February 8, 2024

PROPOSAL FOR: Conway Fire Department
229 Main Street
Conway, SC 29526

ATTENTION: Deputy Chief Jason Perzan

PROJECT SCOPE: Provide and Install a fully automatic MagneGrip® Diesel Exhaust Extraction System for removal of apparatus exhaust emissions from start up to door threshold.

EQUIPMENT, MATERIAL AND LABOR PRICE:

Station #1:

Five Drop MagneGrip® Source Capture System

Package Includes:

- (5) SFTMPRO-301 30' Sliding Flex Hose Track MagneGrip® PRO
- (1) CF363-5 MagneGrip® Exhaust Fan 5HP-3PH rated at 3300 CFM at 6" SP
- (1) 500179-08 Wireless Auto-Start Control Panel 5HP/208-230V/3PH
- (1) 500157-12 12" Up-blast Back Draft Damper Type Rain Cap

PRICE.....\$72,341.00

Station #2:

Four Drop MagneGrip® Source Capture System

Package Includes:

- (4) SFTMPRO-301 30' Sliding Flex Hose Track MagneGrip® PRO
- (1) CF363-5 MagneGrip® Exhaust Fan 5HP-3PH rated at 3300 CFM at 6" SP
- (1) 500179-08 Wireless Auto-Start Control Panel 5HP/208-230V/3PH
- (1) 500157-12 12" Up-blast Back Draft Damper Type Rain Cap

PRICE.....\$62,831.00

Station #3:

Four Drop MagneGrip® Source Capture System

Package Includes:

- (4) SFTMPRO-301 30' Sliding Flex Hose Track MagneGrip® PRO
- (1) CF363-5 MagneGrip® Exhaust Fan 5HP-3PH rated at 3300 CFM at 6" SP
- (1) 500179-08 Wireless Auto-Start Control Panel 5HP/208-230V/3PH
- (1) 500157-12 12" Up-blast Back Draft Damper Type Rain Cap

PRICE.....\$62,831.00



- Each Hose Assembly includes a 5" diameter high-temp upper hose section, a 1050-degree extreme high-temp 2' lower hose section with handle, a nozzle that attaches to the tailpipe adapter to contain 100% of exhaust emissions while providing ambient air to reduce exhaust temperatures, a tailpipe adapter assembly that provides easy connection and cool air induction.
- UL/CUL Wireless Auto-Start Control Panel with NEMA 4X enclosure to provide auto start/stop operation with adjustable timer, manual override switch, and wireless capability.
- Electrical wiring from available supply to control panel and exhaust fan, a safety disconnect for fan motor. Subpanels are excluded, if required, and any modifications required to bring service to code are excluded.
- Each Hose Assembly is provided with a transmitter and pressure sensor for automatic system.
- Tailpipe Modifications as required but limited to vehicle tailpipes from the muffler out. Rusted or Damaged Tailpipes are the responsibility of the Fire Department.
- Class 2 Spiral Duct, Fittings, and Hangers
- Adjustable Telescopic Support Legs to hang rail or track systems
- If Required, Wall Penetration for Fan Discharge (see Terms)
- Shipping to Job Site
- Labor & Material to Install Systems
- Start up and Training
- Equipment is 100% American Made by an [ISO9001-2015](#) Company
- Women's Business Enterprise (WBE) Certified
- Women's Owned Small Business (WOSB) Certified

TOTAL **PRICE**.....\$198,003.00

TERMS:

- This budgetary proposal is for the purpose of budgetary estimating or appropriating funds and should not be construed or used as a price for bid or contract.
- One MagneGrip® Tailpipe Adapter and installation is included with each hose drop assembly. All vehicles that require Tailpipe Adapters must be made available to MagneGrip technicians at the time of system installation. Additional adapters upon request. Call for pricing.
- MagneGrip provides wall penetration only for exhaust duct, if required. Roof penetrations, flashing, curbing and sealing will be at the customer's expense.
- Pricing includes standard permits and business licensing fees, if required. Price does not include any state, sales, or special taxes, engineered stamped drawings or services, seismic engineering, or electrical/structural load calculations.
- Electrical subpanels and modifications required to bring service to code are excluded if required unless otherwise indicated in the proposal.
- Projects are invoiced per station upon shipment of equipment. Payment is due upon completion of the project.

SUBMITTED BY:



David Sapp

Southeast Regional Sales Manager

Cell: 904-570-1337

Email: Dsapp@magnetgrip.com



DATE: FEBRUARY 19, 2024
ITEM: IX.C.

ISSUE:

Request from A Father's Place for a Special Event for Running with my Peeps 5K Run/Walk on April 13, 2024 from 7:00 a.m. to 10:30 p.m.

BACKGROUND:

A Father's Place wants host a 5k run/walk for fundraising and to promote a healthy, fun outdoor family friendly event.

Set-up and late registration will begin at 7:00 a.m. The race will start at 8:00 a.m. Awards and festivities will begin after the race at 9:30 a.m. Breakdown and clean-up will be completed by 10:30 a.m.

The race will start on Laurel Street at parking lot, go down Elm Street on the sidewalk (Elm Street will remain open), run the length of the Riverwalk down, turn right onto Kingston to Highway 905 and back up Kingston Street, turn right onto Laurel Street, left at Ninth Avenue and back down Laurel Street to end at the parking lot.

There will be golf carts, speakers, and music.

A Father's Place anticipates approximately 250 people and 5 vendors.

RECOMMENDATION:

Approve the special event permit as presented.

RECEIVED
11/18/2023



For Office Use Only

Permit Application

- ☐ Approved
☐ Disapproved
☐ Charges required
in the amount of _____

Signature _____

Date _____

SPECIAL EVENT PERMIT APPLICATION

According to the Code of Ordinances of the City of Conway, it is unlawful for any person to hold, manage, conduct, aid, participate in, form, start or carry on any parade or public meeting or assembly or picketing, in or upon any public street, park or other public grounds in the city unless and until a permit to conduct such meeting, assembly, parade or picketing has been obtained. A special event application is also required for events held on private property within the city that may expect a large crowd, impact on the neighborhood and/or city services, or require other permits such as zoning, signage, etc. Charges may apply to each application. The City of Conway, at its discretion, may choose to waive any fees and charges for special events held by bonafide, non-profit organizations.

**APPLICATION FOR PERMIT MUST BE FILED NOT LESS THAN
30 DAYS IN ADVANCE OF THE PROPOSED ACTIVITY.**

Name of the event: Running with my Peeps 5k Run/Walk

Name of permit holder: Sarah Barrentine

Address of permit holder: 316 Main Street

City: Conway State: SC Zip: 29526

Telephone number of permit holder: 843-488-1798 Cell 843-468-1494

Are you conducting the activity on behalf of an organization? ☒ Yes ☐ No

Is your organization a non-profit 501(c)(3) organization? ☒ Yes ☐ No

Name of organization: A Father's Place

Address of organization: 1800 Racepath Ave, Conway, SC 29527

Telephone number of organization: 843-488-2923

What is the purpose of the activity? To promote and fundraise for A Father's Place through a healthy and fun outdoor activity designed to be family friendly.

What is the proposed date(s) of the activity? April 13, 2024

What are the proposed times of the activity? 7 am - 10:30 am

What are the plans for the event? Set-up and late registration starting at 7 am. Race starts at 8 am. Awards and Post Race festivities at 9:30 am. Breakdown and cleaning completed by 10:30 am.

What is the location or route of the activity? (Please attach any necessary route maps.) See route map attached.

If you are conducting a parade, please attach a map showing the route with the portion of the street(s) and/or sidewalk(s) to be utilized clearly marked.

List any streets which may need to be closed, including specific dates and times of closing and re-opening:

Marina, Elm Street, to 9th Ave, Laurel Street to 2nd Ave, Kingston St to Church.
Road closures begin at 7:45 am and reopen as runners pass through, no later than 9:30 am.

What is the approximate number of participants? 250 or more

What is the approximate number of vendors? 5 or more

BUSINESS LICENSE REQUIREMENTS: Any vendors at this event who do not have 501(c)(3) nonprofit status are required to purchase a business license.

Will there be any vehicles, water craft, equipment or animals used for the event? ☒ Yes ☐ No
If yes, please explain: Golf carts

Are you requesting any road blockades? (charges may apply) ☒ Yes ☐ No
If yes, please attach a map showing the locations of any road blockades.

Are you requesting any police assistance? (charges may apply) ☒ Yes ☐ No

Are you requesting to set up tents or temporary structures? (charges may apply) ☒ Yes ☐ No
If yes, please attach a drawing showing the locations and sizes of all auxiliary structures.

Are you requesting any fire/medical standby assistance? (charges may apply) ☒ Yes ☐ No

Will supplementary utility services such as power and water be used in addition to what is available in the area? If yes, describe in detail the specific utilities and location. Any additional utilities must be provided by the applicant. ☐ Yes ☒ No

Have you requested or obtained a permit from any other jurisdiction (city or county) within which the activity shall commence, terminate or occur in part? ☐ Yes ☒ No

How do you plan to remove garbage? Volunteers

Will existing restroom facilities be adequate? ☒ Yes ☐ No
If not, describe plans to augment available sanitary facilities:

Please include any additional information that may be useful:

Does any of the following apply to the proposed activity: _____ Fireworks Display ☒ Other
(live band, band, loudspeakers, sound amplifiers, etc.). Please specify: The timing company
will have speakers for announcements and music at the start line.

ALCOHOL SALES AT SPECIAL EVENT: *Procedures and logistics for serving alcoholic beverages must be submitted with the special event permit application. These should include but are not limited to location, hours of operation, locations with site diagram and security procedures. Consideration will also be given as to whether alcohol sales would create potentially dangerous situations due to the nature of the event. Permission to serve or consume alcohol may be granted by the city as part of the special event permit; however, such service must comply with all South Carolina Alcohol Beverage Control Commission regulations and the City of Conway Special Events Alcohol Control Policy. The City reserves the right to revoke the permit or require the applicant to discontinue alcohol sales whenever the consumption of alcohol by participants becomes excessive or when, over a period of time, participants regularly demonstrate obnoxious, loud, or other inappropriate behavior following events.*

Will alcoholic beverages be served?

☐ Yes ☒ No

Will alcoholic beverages be sold? *If yes, SC ABC permit required.*

☐ Yes ☒ No

Hard alcohol (liquor) may not be present, possessed, consumed and/or served at any permitted special event. Section 7-2-2 (b) (1) states "The sale of alcohol within the designated area of a special event is limited to beer and wine." Beer and/or wine must be served in opaque paper, plastic or Styrofoam cups.

VENDORS: Please list any vendors, including applicant, for whom you are requesting permission to sell alcohol and the proposed locations for sales.

RESTAURANTS: Please list any restaurants for which you are requesting permission to sell alcohol for public consumption during the special event.

Times for alcohol to be served: From _____ To _____

Event map must show requested designated special event area for alcohol sales/public consumption.

The following does not apply to restaurants:

Have you applied for a South Carolina temporary ABC Permit? ☐ Yes ☐ No

Name of insurance company providing general liability with liquor liability insurance for the event naming the City of Conway as additional insured (a copy of the Certificate of Insurance must be provided): _____

ACKNOWLEDGMENT: *I acknowledge that I have read and do fully understand the Special Event Alcohol Control Policy attached to this application and agree to comply with the guidelines.*

Applicant's Signature: Sarah Baruch

Date: 11/28/23



SPECIAL EVENTS

ALCOHOL CONTROL POLICY

All event organizers and restaurants are required to be familiar with and follow the guidelines when participating in special events where alcoholic beverages will be permitted. It is understood that responsibility for fully meeting these requirements during an event rests with the event organization and/or restaurant serving alcohol within a designated special event area.

1. Hard alcohol (liquor) may not be present, possessed, consumed and/or served at any permitted special event. *Section 7-2-2 (b) (1) states "The sale of alcohol within the designated area of a special event is limited to beer and wine."*
2. Public consumption of alcohol as authorized by the special event permit shall not begin before the designated event start time. There shall be no open containers of alcohol allowed in the event area before this designated time. The event organizers and all participating restaurants must discontinue alcohol distribution for public consumption within the event area at a minimum of 30 minutes prior to the end of the event. All alcohol must be cleared from the event site at the end of the event.
3. At no other time may alcohol be present, possessed, served, and consumed in the public area. The event organizer is responsible for informing participating restaurants of the event hours for compliance and to make certain that no one leaves restaurant premises with alcohol except during the time of the special event.
4. It is a violation to permit or knowingly allow a person under 21 years of age to purchase or possess or consume liquor, beer or wine. The seller of beer or wine must clearly display signs stating that the purchase or possession of beer or wine by a person under the age of 21 is unlawful.
5. Signs informing participants that alcohol beverages are prohibited on City streets and sidewalks beyond the boundaries of the designated special event area will be posted by the City.
6. No alcohol may be served in glass containers, cans or bottles; only opaque plastic, paper, or Styrofoam containers will be allowed.
7. It is a violation to sell liquor, beer or wine to an intoxicated person. Any person in an intoxicated condition, even if of legal age, must be denied alcohol.
8. The event organizer shall supply identification wristbands to the vendors and/or participating restaurants at any special event that includes the sale/public consumption of alcoholic beverages. Anyone 21 years of age or older wishing to consume alcohol on public property must be wearing the colored wristband assigned to the special event in order to be served alcohol.

If your event is to be held on property not owned by the sponsoring organization, the property owner must complete the following:

PROPERTY OWNER PERMISSION LETTER

I (we), being the property owner of _____ (address),
give permission for _____ to hold a special event on
my/our property.

Date

Signature

Witness

Address

Printed Witness Name

Telephone Number

INSURANCE REQUIREMENTS FOR SPECIAL EVENTS HELD ON CITY PROPERTY

The event must maintain general liability insurance and, if beer and wine is to be served, liquor liability insurance for the event for which the permit has been obtained. The City of Conway shall be named as an additional insured on the policy with respect to claims arising from the use of property owned or operated by the city and the issuing of the permit by the city. The applicant shall submit a Certificate of Insurance verifying the following minimum coverage and specifically identifying the City of Conway as an additional insured. **Your permit will not be issued if the Certificate of Insurance has not been received prior to event.** The City of Conway must be listed as the "Certificate Holder" on the Certificate of Insurance.

Each Occurrence	1,000,000
Personal Injury	1,000,000
General Aggregate	2,000,000

.....
Application completed by:

Contact No.:

Date:

Sarah Barrentine

843-488-1798

11/28/23

Special events permits are granted in accordance with the City of Conway Code of Ordinances and in no way imply assumption of liability by the City of Conway. Your organization is fully responsible for complying with all applicable laws and safety procedures. A permit does not authorize you to enter upon private property or to, in any way, hinder or obstruct pedestrian or vehicular traffic. The City of Conway reserves the right to modify the conditions of this permit or to cancel it entirely if it is deemed appropriate.

Please return completed permit application to:

City of Conway Planning Department
Attn: Special Event Permits
P.O. Drawer 1075
Conway, SC 29528-1075

[FOR OFFICE USE ONLY]

Special Event: Running with my Peeps 5K Run/Walk Date(s) April 13 2024

Sponsoring Organization: A Father's Place

Application completed by: Sarah Barrentine Contact No.: 843 488-1798 Date: November 28 2023

☒ Recommend approval ☐ Recommend disapproval

Police Department

Fees or charges associated with this event:

Special Conditions/Comments:

12/4/2023
Date

see attached

Police Officers

\$40.00/hour per officer

☒ Recommend approval ☐ Recommend disapproval

Fire Department

Fees or charges associated with this event:

Special Conditions/Comments:

12/4/2023
Date

see attached

Fire Inspector/Fire-Rescue Officers

\$40.00/hour per officer

☐ Recommend approval ☐ Recommend disapproval

Public Works Department

Fees or charges associated with this event:

Special Conditions/Comments:

Date

Residential & Non Residential Street Closure

Barricades

\$20.00 each

Public Works Employee

\$25.00/hour per employee

<input type="checkbox"/> Recommend approval	<input type="checkbox"/> Recommend disapproval
<div style="display: flex; justify-content: space-between;"> <div>Parks & Rec. Department</div> <div>_____ Date</div> </div>	
Fees or charges associated with this event: _____	
Special Conditions/Comments: _____	

Parks & Rec. Employee	\$25.00/hour per employee

<input type="checkbox"/> Recommend approval	<input checked="" type="checkbox"/> Recommend disapproval
<div style="display: flex; justify-content: space-between;"> <div>_____</div> <div style="text-align: right;">12/4/2023 Date</div> </div>	
Planning Department	
Special Conditions/Comments: _____	

<input type="checkbox"/> License(s) obtained for _____ vendor(s)	<input type="checkbox"/> License(s) not required
Has general liability and liquor liability insurance (if applicable) listing the City of Conway as additional insured been secured? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<div style="display: flex; justify-content: space-between;"> <div>_____</div> <div style="text-align: right;">12/4/2023 Date</div> </div>	
Business License Department	
Special Conditions/Comments: _____	
see attached	

RELEASE AND INDEMNIFICATION AGREEMENT
City of Conway

THIS IS A RELEASE OF LIABILITY AND INDEMNIFICATION AGREEMENT. THE SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.

In consideration for being permitted to engage in the following special event on City of Conway property:

Special Event Holder hereby acknowledges, represents, and agrees as follows:

- A. We understand that activities associated with the above-described special event are or may be dangerous and do or may involve risks of injury, loss, or damage to us and/or to third parties. We further acknowledge that such risks may include but are not limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:
- _____
- _____
- _____

SB (Special Event Holder initial here)

- B. If required by this paragraph, we agree to require each participant in our special event to execute a release and indemnification agreement for ourselves and for City of Conway on a form approved by the City of Conway.

SB (Special Event Holder initial here)

- C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of Conway, for the duration of the above referenced event.

SB (Special Event Holder initial here)

- D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risks of injury, loss, or damage to us or to any related third party, arising out of or in any way related to the above-described activities, whether or not caused by the act, omission, negligence, or other fault of the City of Conway, its officers, its employees, or by any other cause.

SB (Special Event Holder initial here)

- E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release, and discharge the City of Conway, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above-described activities, whether or not caused by the act, omission, negligence, or other fault of the City of Conway, its officers, its employees, or by any other cause.

SB (Special Event Holder initial here)

F. We further agree to defend, indemnify and hold harmless the City of Conway, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, court costs, and attorneys' fees, including those arising from any third party claim asserted against the City of Conway, its officers, employees, insurers, or self-insurance pool, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above-described activities, whether or not caused by our act, omission, negligence, or other fault, or by the act, omission, negligence, or other fault of the City of Conway, its officers, its employees, or by any other cause.

SB (Special Event Holder initial here)

G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said agreement extends to all acts, omissions, negligence, or other fault of the City of Conway, its officers, and/or its employees, and that said agreement is intended to be as broad and inclusive as is permitted by the laws of the State of South Carolina. If any portion hereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

SB (Special Event Holder initial here)

H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of South Carolina, and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

SB (Special Event Holder initial here)

I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable Special Event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, our successors, representatives, heirs, executors, assigns, and transferees.

SB (Special Event Holder initial here)

IN WITNESS THEREOF, this **RELEASE AND INDEMNIFICATION AGREEMENT** is executed by the Special Event Holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Event Holder hereto.

PRINTED NAME OF SPECIAL EVENT PERMIT HOLDER:

Sarah Barrentine

PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:

NAME: Sarah Barrentine TITLE: _____

SIGNATURE: Sarah Barrentine DATE: 11/28/23

FACILITY USE AGREEMENT AND RELEASE/INDEMNIFICATION
City of Conway

A. In consideration for being permitted to use the facilities of the City of Conway, _____

(hereinafter "Applicant") agrees to indemnify and hold harmless, City of Conway its officers, employees, insurers, and SCMIT/SCMIRF Insurance Programs, from and against all liability, claims, and demands, which are incurred, made, or brought by any person or entity, on account of damage, loss, or injury, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, death, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the use of the facilities, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the City of Conway, its officers, or its employees, or from any other cause whatsoever.

B. By signing below, Applicant agrees that, in the event of any damage, loss, or injury to the facilities or to any property or equipment therein, the City of Conway may require reimbursement for the full amount of such damage, loss, or injury and all costs associated therewith upon billing by City of Conway.

C. In addition, in consideration for being permitting to use the facilities, Applicant, on behalf of itself, and its officers, employees, members, and invitees, hereby expressly exempts and releases the City of Conway, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, or death, that Applicant may incur as a result of such use, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the City of Conway, its officers, or its employees, or from any other cause whatsoever.

Sarah Barrentine
NAME OF PERSON/ORGANIZATION

Sarah Barrentine
SIGNATURE OF PERSON/ORGANIZATION REPRESENTATIVE

11/28/23
DATE

Natasha Sherman

From: Business License
Sent: Monday, December 4, 2023 9:14 AM
To: Natasha Sherman
Subject: RE: Running with my Peeps 5k Run/Walk

Good with business license.

From: Natasha Sherman
Sent: Monday, December 4, 2023 9:05 AM
To: Adam Emrick <aemrick@cityofconway.com>; Alicia Shelley <ashelley@cityofconway.com>; Anne Bessant <abessant@cityofconway.com>; Ashley Smith <asmith@cityofconway.com>; Brandon Harrelson <bharrelson@cityofconway.com>; Braxton Fleming <bffleming@cityofconway.com>; Business License <businesslicense@cityofconway.com>; Dale Long <dlong@cityofconway.com>; Jessica Hucks <jhucks@cityofconway.com>; John Rogers <jrogers@cityofconway.com>; June Wood <jwood@cityofconway.com>; Karen Johnson <kjohnson@cityofconway.com>; Katie Dennis <kdennis@cityofconway.com>; Mary Catherine Hyman <mhyman@cityofconway.com>; Phillip L. Hendrick, Jr. <phendrick@cityofconway.com>; Reggie Jenerette <rjenerette@cityofconway.com>; Steven Pearce <spearce@cityofconway.com>; Tammy Carter <tcarter@cityofconway.com>; Timmy Williams <twilliam@cityofconway.com>; Tyres Nesmith <tnesmith@cityofconway.com>
Subject: Running with my Peeps 5k Run/Walk

Please review for approval and email me back.

Natasha Sherman

Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Saturday, November 4, 2023 8:03 PM
To: Natasha Sherman <nsherman@cityofconway.com>
Subject: Message from KM_C450i

Natasha Sherman

From: Phillip L. Hendrick, Jr.
Sent: Monday, December 4, 2023 9:07 AM
To: Natasha Sherman
Subject: RE: Running with my Peeps 5k Run/Walk

Fire is good. We would provide medical coverage with regular crews on duty.

From: Natasha Sherman <nsherman@cityofconway.com>
Sent: Monday, December 4, 2023 9:05 AM
To: Adam Emrick <aemrick@cityofconway.com>; Alicia Shelley <ashelley@cityofconway.com>; Anne Bessant <abessant@cityofconway.com>; Ashley Smith <asmith@cityofconway.com>; Brandon Harrelson <bharrelson@cityofconway.com>; Braxton Fleming <bffleming@cityofconway.com>; Business License <businesslicense@cityofconway.com>; Dale Long <dlong@cityofconway.com>; Jessica Hucks <jhucks@cityofconway.com>; John Rogers <jrogers@cityofconway.com>; June Wood <jwood@cityofconway.com>; Karen Johnson <kjohnson@cityofconway.com>; Katie Dennis <kdennis@cityofconway.com>; Mary Catherine Hyman <mhyman@cityofconway.com>; Phillip L. Hendrick, Jr. <phendrick@cityofconway.com>; Reggie Jenerette <rjenerette@cityofconway.com>; Steven Pearce <spearce@cityofconway.com>; Tammy Carter <tcarter@cityofconway.com>; Timmy Williams <twilliam@cityofconway.com>; Tyres Nesmith <tnesmith@cityofconway.com>
Subject: Running with my Peeps 5k Run/Walk

Please review for approval and email me back.

Natasha Sherman

Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Saturday, November 4, 2023 8:03 PM
To: Natasha Sherman <nsherman@cityofconway.com>
Subject: Message from KM_C450i

Natasha Sherman

From: Dale Long
Sent: Monday, December 4, 2023 5:03 PM
To: Natasha Sherman
Subject: Fwd: Running with my Peeps 5k Run/Walk

Ok for PD.

Sent from my iPhone

Begin forwarded message:

From: Dale Long <dlong@cityofconway.com>
Date: December 4, 2023 at 11:50:06 EST
To: Tammy Carter <tcarter@cityofconway.com>
Cc: Steven Pearce <spearce@cityofconway.com>, Reggie Hill <rhill@cityofconway.com>
Subject: Re: Running with my Peeps 5k Run/Walk

Let's look at a map and see what is the most advantageous route that we can propose that will have the least impact for us. Like a route that maybe goes further down 2nd Ave. and cuts back over to third so we don't have to cross over fourth Avenue and up into the neighborhoods.

Sent from my iPhone

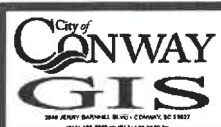
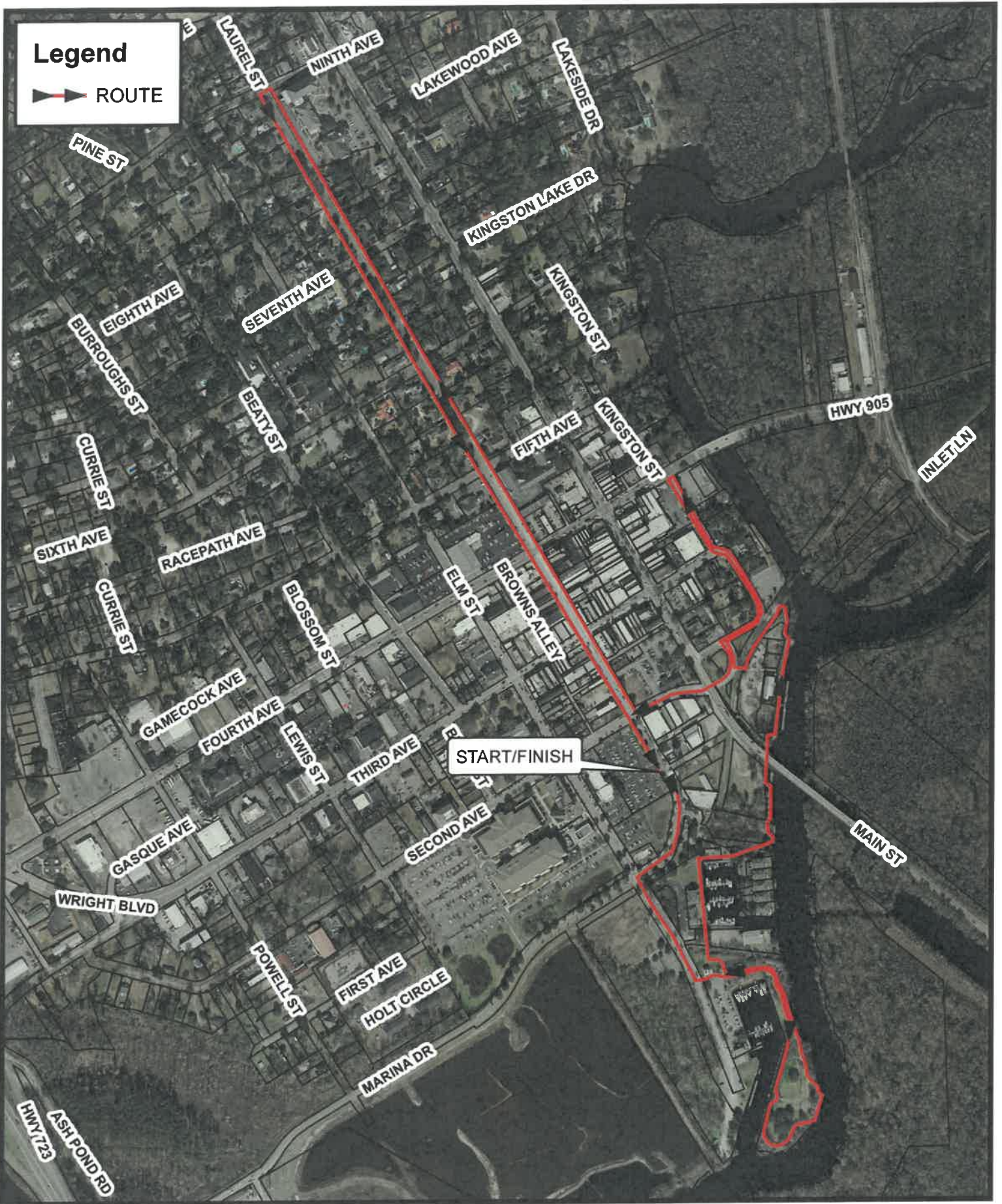
On Dec 4, 2023, at 10:35, Tammy Carter <tcarter@cityofconway.com> wrote:

I looked – I do like it

From: Dale Long <dlong@cityofconway.com>
Sent: Monday, December 4, 2023 9:41 AM
To: Steven Pearce <spearce@cityofconway.com>; Tammy Carter <tcarter@cityofconway.com>; Reggie Hill <rhill@cityofconway.com>
Subject: FW: Running with my Peeps 5k Run/Walk

Before I said OK, look at this. It is a different route than normal for the 5K runs, and looks easier to manage.

From: Natasha Sherman <nsherman@cityofconway.com>
Sent: Monday, December 4, 2023 9:05 AM
To: Adam Emrick <aemrick@cityofconway.com>; Alicia Shelley <ashelley@cityofconway.com>; Anne Bessant <abessant@cityofconway.com>; Ashley Smith <asmith@cityofconway.com>; Brandon Harrelson <bharrelson@cityofconway.com>; Braxton Fleming <bffleming@cityofconway.com>; Business License <businesslicense@cityofconway.com>; Dale Long <dlong@cityofconway.com>; Jessica Hucks <jhucks@cityofconway.com>; John Rogers <jrogers@cityofconway.com>; June Wood <jwood@cityofconway.com>; Karen Johnson



Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.



RUNNING WITH MY PEEPS 5K
APRIL 13, 2024



DATE: FEBRUARY 19, 2024
ITEM: IX.D.

ISSUE:

Request from First Baptist Church to host Easter Jam on March 24, 2024 from 10:00 a.m. to 12:00 Noon

BACKGROUND:

First Baptist Church will host a community event with an Easter egg hunt.

First Baptist is requesting road closure of Sixth Avenue between Elm Street and Beaty Street.

Approximately 200 participants are anticipated.

RECOMMENDATION:

Approve the special event permit as presented.

RECEIVED
MAR 27 9 12 AM 2024



For Office Use Only
Permit Application

- ☐ Approved
- ☐ Disapproved
- ☐ Charges required in the amount of _____

Signature _____

Date _____

SPECIAL EVENT PERMIT APPLICATION

According to the Code of Ordinances of the City of Conway, it is unlawful for any person to hold, manage, conduct, aid, participate in, form, start or carry on any parade or public meeting or assembly or picketing, in or upon any public street, park or other public grounds in the city unless and until a permit to conduct such meeting, assembly, parade or picketing has been obtained. A special event application is also required for events held on private property within the city that may expect a large crowd, impact on the neighborhood and/or city services, or require other permits such as zoning, signage, etc. Charges may apply to each application. The City of Conway, at its discretion, may choose to waive any fees and charges for special events held by bonafide, non-profit organizations.

APPLICATION FOR PERMIT MUST BE FILED NOT LESS THAN 30 DAYS IN ADVANCE OF THE PROPOSED ACTIVITY.

Name of the event: Easter Jam
Name of permit holder: First Baptist Church of Conway
Address of permit holder: 603 Elm Street
City: Conway State: SC Zip: 29526
Telephone number of permit holder: 843 248 4067 Cell _____
Are you conducting the activity on behalf of an organization? ☒ Yes ☐ No
Is your organization a non-profit 501(c)(3) organization? ☒ Yes ☐ No
Name of organization: First Baptist Church of Conway
Address of organization: 603 Elm Street Conway, SC 29526
Telephone number of organization: 843 248 4067
What is the purpose of the activity? community event
What is the proposed date(s) of the activity? March 24, 2024
What are the proposed times of the activity? 10 am - 12 pm
What are the plans for the event? community event with an Easter Egg hunt
What is the location or route of the activity? (Please attach any necessary route maps.)
603 Elm Street + 508 Beaty Street

If you are conducting a parade, please attach a map showing the route with the portion of the street(s) and/or sidewalk(s) to be utilized clearly marked.

List any streets which may need to be closed, including specific dates and times of closing and re-opening:

6th Avenue Between Elm Street and Beatty Street

What is the approximate number of participants?

200

What is the approximate number of vendors?

BUSINESS LICENSE REQUIREMENTS: Any vendors at this event who do not have 501(c)(3) nonprofit status are required to purchase a business license.

Will there be any vehicles, water craft, equipment or animals used for the event? ☐ Yes

☒ No

If yes, please explain:

Are you requesting any road blockades? (charges may apply)

☒ Yes ☐ No

If yes, please attach a map showing the locations of any road blockades.

Are you requesting any police assistance? (charges may apply)

☐ Yes ☒ No

Are you requesting to set up tents or temporary structures? (charges may apply)

☐ Yes ☒ No

If yes, please attach a drawing showing the locations and sizes of all auxiliary structures.

Are you requesting any fire/medical standby assistance? (charges may apply)

☐ Yes ☒ No

Will supplementary utility services such as power and water be used in addition to what is available in the area? If yes, describe in detail the specific utilities and location. Any additional utilities must be provided by the applicant.

☐ Yes ☒ No

Have you requested or obtained a permit from any other jurisdiction (city or county) within which the activity shall commence, terminate or occur in part?

☐ Yes ☒ No

How do you plan to remove garbage?

Will existing restroom facilities be adequate?

☒ Yes ☐ No

If not, describe plans to augment available sanitary facilities:

Please include any additional information that may be useful:

N/A

Does any of the following apply to the proposed activity: _____ Fireworks Display _____ Other (live band, band, loudspeakers, sound amplifiers, etc.). Please specify: N/A

ALCOHOL SALES AT SPECIAL EVENT: *Procedures and logistics for serving alcoholic beverages must be submitted with the special event permit application. These should include but are not limited to location, hours of operation, locations with site diagram and security procedures. Consideration will also be given as to whether alcohol sales would create potentially dangerous situations due to the nature of the event. Permission to serve or consume alcohol may be granted by the city as part of the special event permit; however, such service must comply with all South Carolina Alcohol Beverage Control Commission regulations and the City of Conway Special Events Alcohol Control Policy. The City reserves the right to revoke the permit or require the applicant to discontinue alcohol sales whenever the consumption of alcohol by participants becomes excessive or when, over a period of time, participants regularly demonstrate obnoxious, loud, or other inappropriate behavior following events.*

Will alcoholic beverages be served?

☐ Yes ☒ No

Will alcoholic beverages be sold? *If yes, SC ABC permit required.*

☐ Yes ☒ No

Hard alcohol (liquor) may not be present, possessed, consumed and/or served at any permitted special event. Section 7-2-2 (b) (1) states "The sale of alcohol within the designated area of a special event is limited to beer and wine." Beer and/or wine must be served in opaque paper, plastic or Styrofoam cups.

VENDORS: Please list any vendors, including applicant, for whom you are requesting permission to sell alcohol and the proposed locations for sales.

N/A

RESTAURANTS: Please list any restaurants for which you are requesting permission to sell alcohol for public consumption during the special event.

N/A

Times for alcohol to be served: From _____ To _____

Event map must show requested designated special event area for alcohol sales/public consumption.

The following does not apply to restaurants:

Have you applied for a South Carolina temporary ABC Permit? ☐ Yes ☐ No

Name of insurance company providing general liability with liquor liability insurance for the event naming the City of Conway as additional insured (a copy of the Certificate of Insurance must be provided):

N/A

ACKNOWLEDGMENT: *I acknowledge that I have read and do fully understand the Special Event Alcohol Control Policy attached to this application and agree to comply with the guidelines.*

Applicant's Signature: [Signature] Date: 1/31/24



SPECIAL EVENTS ALCOHOL CONTROL POLICY

All event organizers and restaurants are required to be familiar with and follow the guidelines when participating in special events where alcoholic beverages will be permitted. It is understood that responsibility for fully meeting these requirements during an event rests with the event organization and/or restaurant serving alcohol within a designated special event area.

1. Hard alcohol (liquor) may not be present, possessed, consumed and/or served at any permitted special event. *Section 7-2-2 (b) (1) states "The sale of alcohol within the designated area of a special event is limited to beer and wine."*
2. Public consumption of alcohol as authorized by the special event permit shall not begin before the designated event start time. There shall be no open containers of alcohol allowed in the event area before this designated time. The event organizers and all participating restaurants must discontinue alcohol distribution for public consumption within the event area at a minimum of 30 minutes prior to the end of the event. All alcohol must be cleared from the event site at the end of the event.
3. At no other time may alcohol be present, possessed, served, and consumed in the public area. The event organizer is responsible for informing participating restaurants of the event hours for compliance and to make certain that no one leaves restaurant premises with alcohol except during the time of the special event.
4. It is a violation to permit or knowingly allow a person under 21 years of age to purchase or possess or consume liquor, beer or wine. The seller of beer or wine must clearly display signs stating that the purchase or possession of beer or wine by a person under the age of 21 is unlawful.
5. Signs informing participants that alcohol beverages are prohibited on City streets and sidewalks beyond the boundaries of the designated special event area will be posted by the City.
6. No alcohol may be in served in glass containers, cans or bottles; only opaque plastic, paper, or Styrofoam containers will be allowed.
7. It is a violation to sell liquor, beer or wine to an intoxicated person. Any person in an intoxicated condition, even if of legal age, must be denied alcohol.
8. The event organizer shall supply identification wristbands to the vendors and/or participating restaurants at any special event that includes the sale/public consumption of alcoholic beverages. Anyone 21 years of age or older wishing to consume alcohol on public property must be wearing the colored wristband assigned to the special event in order to be served alcohol.

If your event is to be held on property not owned by the sponsoring organization, the property owner must complete the following:

PROPERTY OWNER PERMISSION LETTER

I (we), being the property owner of _____ (address),
give permission for _____ to hold a special event on
my/our property.

Signature

Address

Telephone Number

INSURANCE REQUIREMENTS FOR SPECIAL EVENTS HELD ON CITY PROPERTY

The event must maintain general liability insurance and, if beer and wine is to be served, liquor liability insurance for the event for which the permit has been obtained. The City of Conway shall be named as an additional insured on the policy with respect to claims arising from the use of property owned or operated by the city and the issuing of the permit by the city. The applicant shall submit a Certificate of Insurance verifying the following minimum coverage and specifically identifying the City of Conway as an additional insured. **Your permit will not be issued if the Certificate of Insurance has not been received prior to event.** The City of Conway must be listed as the "Certificate Holder" on the Certificate of Insurance.

Each Occurrence	1,000,000
Personal Injury	1,000,000
General Aggregate	2,000,000

Application completed by:

Contact No.:

Date:

Jodee Carroll

843-248-4067

1-31-24

Special events permits are granted in accordance with the City of Conway Code of Ordinances and in no way imply assumption of liability by the City of Conway. Your organization is fully responsible for complying with all applicable laws and safety procedures. A permit does not authorize you to enter upon private property or to, in any way, hinder or obstruct pedestrian or vehicular traffic. The City of Conway reserves the right to modify the conditions of this permit or to cancel it entirely if it is deemed appropriate.

Please return completed permit application to:

City of Conway Planning Department
Attn: Special Event Permits
P.O. Drawer 1075
Conway, SC 29528-1075

[FOR OFFICE USE ONLY]

Special Event: _____ Date(s) _____

Sponsoring Organization: _____

Application completed by: _____

Contact No.: _____

Date: _____

☐ Recommend approval ☐ Recommend disapproval

Police Department

_____ Date

Fees or charges associated with this event: _____

Special Conditions/Comments: _____

Police Officers

\$40.00/hour per officer

☐ Recommend approval ☐ Recommend disapproval

Fire Department

_____ Date

Fees or charges associated with this event: _____

Special Conditions/Comments: _____

Fire Inspector/Fire-Rescue Officers

\$40.00/hour per officer

☐ Recommend approval ☐ Recommend disapproval

Public Works Department

_____ Date

Fees or charges associated with this event: _____

Special Conditions/Comments: _____

Residential & Non Residential Street Closure

Barricades

\$20.00 each

Public Works Employee

\$25.00/hour per employee

<input type="checkbox"/> Recommend approval	<input type="checkbox"/> Recommend disapproval
_____	Date
Parks & Rec. Department	
Fees or charges associated with this event: _____	
Special Conditions/Comments: _____	

Parks & Rec. Employee	\$25.00/hour per employee

<input type="checkbox"/> Recommend approval	<input type="checkbox"/> Recommend disapproval
_____	Date
Planning Department	
Special Conditions/Comments: _____	

<input type="checkbox"/> License(s) obtained for _____ vendor(s)	<input type="checkbox"/> License(s) not required
Has general liability and liquor liability insurance (if applicable) listing the City of Conway as additional insured been secured? <input type="checkbox"/> Yes <input type="checkbox"/> No	
_____	Date
Business License Department	
Special Conditions/Comments: _____	

RELEASE AND INDEMNIFICATION AGREEMENT
City of Conway

THIS IS A RELEASE OF LIABILITY AND INDEMNIFICATION AGREEMENT. THE SPECIAL EVENTS HOLDER MUST READ CAREFULLY BEFORE SIGNING.

In consideration for being permitted to engage in the following special event on City of Conway property:

Easter Jam

Special Event Holder hereby acknowledges, represents, and agrees as follows:

- A. We understand that activities associated with the above-described special event are or may be dangerous and do or may involve risks of injury, loss, or damage to us and/or to third parties. We further acknowledge that such risks may include but are not limited to bodily injury, personal injury, sickness, disease, death, and property loss or damage, arising from the following circumstances, among others:

W/A

My ds (Special Event Holder initial here)

- B. If required by this paragraph, we agree to require each participant in our special event to execute a release and indemnification agreement for ourselves and for City of Conway on a form approved by the City of Conway.

My ds (Special Event Holder initial here)

- C. We agree to procure, keep in force, and pay for special event insurance coverage, from an insurer acceptable to the City of Conway, for the duration of the above referenced event.

My ds (Special Event Holder initial here)

- D. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby expressly assume all such risks of injury, loss, or damage to us or to any related third party, arising out of or in any way related to the above-described activities, whether or not caused by the act, omission, negligence, or other fault of the City of Conway, its officers, its employees, or by any other cause.

My ds (Special Event Holder initial here)

- E. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we further hereby exempt, release, and discharge the City of Conway, its officers, and its employees, from any and all claims, demands, and actions for such injury, loss, or damage to us or to any third party, arising out of or in any way related to the above-described activities, whether or not caused by the act, omission, negligence, or other fault of the City of Conway, its officers, its employees, or by any other cause.

M ds (Special Event Holder initial here)

F. We further agree to defend, indemnify and hold harmless the City of Conway, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, court costs, and attorneys' fees, including those arising from any third party claim asserted against the City of Conway, its officers, employees, insurers, or self-insurance pool, on account of injury, loss, or damage, including without limitation claims arising from bodily injury, personal injury, sickness, disease, death, property loss or damage, or any other loss of any kind whatsoever, which arise out of or are in any way related to the above-described activities, whether or not caused by our act, omission, negligence, or other fault, or by the act, omission, negligence, or other fault of the City of Conway, its officers, its employees, or by any other cause.

MM DD (Special Event Holder initial here)

G. By signing this **RELEASE AND INDEMNIFICATION AGREEMENT**, we hereby acknowledge and agree that said agreement extends to all acts, omissions, negligence, or other fault of the City of Conway, its officers, and/or its employees, and that said agreement is intended to be as broad and inclusive as is permitted by the laws of the State of South Carolina. If any portion hereof is held invalid, it is further agreed that the balance shall, notwithstanding, continue in full legal force and effect.

MM DD (Special Event Holder initial here)

H. We understand and agree that this **RELEASE AND INDEMNIFICATION AGREEMENT** shall be governed by the laws of the State of South Carolina, and that jurisdiction and venue for any suit or cause of action under this agreement shall lie in the courts.

MM DD (Special Event Holder initial here)

I. This **RELEASE AND INDEMNIFICATION AGREEMENT** shall be effective as of the date or dates of the applicable Special Event, shall continue in full force until our responsibilities hereunder are fully discharged, and shall be binding upon us, our successors, representatives, heirs, executors, assigns, and transferees.

MM DD (Special Event Holder initial here)

IN WITNESS THEREOF, this **RELEASE AND INDEMNIFICATION AGREEMENT** is executed by the Special Event Holder, acting by and through the undersigned, who represents that he or she is properly authorized to bind the Special Event Holder hereto.

PRINTED NAME OF SPECIAL EVENT PERMIT HOLDER:

First Baptist Church of Conway

PRINTED NAME AND TITLE OF PERSON SIGNING ON BEHALF OF SPECIAL EVENTS HOLDER:

NAME: Dana Stauffer TITLE: Part Business Manager

SIGNATURE: Brin Hoffman DATE: 1/31/24

FACILITY USE AGREEMENT AND RELEASE/INDEMNIFICATION
City of Conway

- A. In consideration for being permitted to use the facilities of the City of Conway, First Baptist Church of Conway
(hereinafter "Applicant") agrees to indemnify and hold harmless, City of Conway its officers, employees, insurers, and SCMIT/SCMIRF Insurance Programs, from and against all liability, claims, and demands, which are incurred, made, or brought by any person or entity, on account of damage, loss, or injury, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, death, or any other loss of any kind whatsoever, which arise out of or are in any manner connected with the use of the facilities, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the City of Conway, its officers, or its employees, or from any other cause whatsoever.
- B. By signing below, Applicant agrees that, in the event of any damage, loss, or injury to the facilities or to any property or equipment therein, the City of Conway may require reimbursement for the full amount of such damage, loss, or injury and all costs associated therewith upon billing by City of Conway.
- C. In addition, in consideration for being permitting to use the facilities, Applicant, on behalf of itself, and its officers, employees, members, and invitees, hereby expressly exempts and releases the City of Conway, its officers, employees, insurers, and self-insurance pool, from and against all liability, claims, and demands, on account of injury, loss, or damage, including without limitation claims arising from property loss or damage, bodily injury, personal injury, sickness, disease, or death, that Applicant may incur as a result of such use, whether any such liability, claims, and demands result from the act, omission, negligence, or other fault on the part of the City of Conway, its officers, or its employees, or from any other cause whatsoever.

First Baptist Church of Conway
NAME OF PERSON/ORGANIZATION

 Dana Stauffer
SIGNATURE OF PERSON/ORGANIZATION REPRESENTATIVE

1/31/24
DATE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
1/30/2024

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER SOUTHERN MUTUAL CHURCH INSURANCE COMPANY PO BOX 9346 COLUMBIA SC 29290	CONTACT NAME: SOUTHERN MUTUAL CHURCH INSURANCE COMPANY	
	PHONE (A/C, No. Ext): 800-922-5332 OR 803-776-9365	FAX (A/C, No): 803-776-4260
INSURED FIRST BAPTIST CHURCH OF CONWAY 603 ELM STREET CONWAY SC 29526	E-MAIL ADDRESS:	
	INSURER(S) AFFORDING COVERAGE	NAIC #
	INSURED A: Southern Mutual Church Insurance Company	26468
	INSURER B:	
	INSURER C:	
	INSURER D:	
	INSURER E:	
	INSURER F:	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN. THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS	
A	COMMERCIAL GENERAL LIABILITY	Y		SMP 0068894	12/15/2023	12/15/2024	EACH OCCURRENCE	\$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000
							MED EXP (Any one person)	\$ 15,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 3,000,000
	OTHER						PRODUCTS - COMP/OP AGG	\$ 1,000,000
								\$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Each accident)	\$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per Person)	\$
	<input type="checkbox"/> ALL OWNED AUTOS						BODILY INJURY (Per accident)	\$
	<input type="checkbox"/> HIRED AUTOS						PROPERTY DAMAGE (Per accident)	\$
								\$
	UMBRELLA LIAB						EACH OCCURRENCE	\$
	<input type="checkbox"/> OCCUR						AGGREGATE	\$
	EXCESS LIAB							\$
	<input type="checkbox"/> CLAIMS-MADE							\$
	DED							\$
	RETENTIONS \$							\$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY	N/A					PER STATUTE	\$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$
	If yes, describe under DESCRIPTIONS OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$
							E.L. DISEASE - POLICY LIMIT	\$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CHURCH WILL BE HOLDING A EASTER JAM ON 3/24/24. THE CITY OF CONWAY IS LISTED AS AN ADDITIONAL INSURED FOR THIS EVENT ONLY.

CERTIFICATE HOLDER

CANCELLATION

CITY OF CONWAY 196 LAUREL ST CONWAY SC 29526	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE, THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.
	AUTHORIZED REPRESENTATIVE CAROL SANTILLI, UNDERWRITER <i>Carol A. Santilli</i>

