



CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET, CONWAY, SC 29526
MONDAY, MAY 6, 2024 - 4:00 PM

PLEASE SILENCE ALL ELECTRONIC DEVICES

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE – Rev. Robert Bannan, Kingston Presbyterian

III. CONSENT AGENDA

- A. Final Reading of Ordinance #ZA2024-05-06 to annex approximately 0.34 acres of property located at 5204 Columbia Street (PIN 383-08-03-0003), and rezone from the Horry County Residential, no mobile homes allowed, district (SF10) to the City of Conway Low/Medium-Density Residential (R-1) district.
- B. Approval of Special Event – Stars and Strides – November 9, 2024
- C. Approval of a Resolution to Accept a Letter of Credit for the Remaining Infrastructure for Collins Walk, Phase 1
- D. Approval of April 15, 2024 Council Meeting Minutes

IV. PUBLIC INPUT

V. INTRODUCTION OF NEW HIRES

VI. SPECIAL PRESENTATION

- A. Presentation of Longevity Awards – April 2024 – 5 Years: Neil Mahoney, Solid Waste
- B. Presentation of Tree City USA designation – Ann Huyler, South Carolina Forestry Commission
- C. Proclamation Recognizing May as Military Appreciation Month
- D. Proclamation Recognizing May as National Tennis Month
- E. Proclamation Recognizing May as Mental Health Month
- F. Presentation by Jim Manning of Heart and Soul
“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.”

VII. FIRST READING

- A. First Reading of Ordinance #2024-05-20 (A) to amend Title 7 - Licensing and Regulation, Chapter 2 – Alcoholic Beverages, Section 7-2-1, Alcoholic Beverages on Public Property; Public Consumption; Exemptions, of the City of Conway Municipal Code. (Emrick)
- B. First Reading of Ordinance #2024-05-20 (B) for approval of an Agreement to Lease City-Owned Property located at 163 Busbee Street. (Hyman)

VIII. CONSIDERATION

- A. Recommendation on Selection of Firm to Provide Professional Engineer Design Services for Expansion of City of Conway's Crabtree Greenway. (Hyman)
- B. Recommendation on Selection of Firm to Provide Professional Engineer On-Call and Selected Services (Hyman)
- C. Consideration of Approval to Install an ADA Parking Spot at 927 Fourth Avenue (Harrelson)
- D. Consideration of Approval of a Name for a New Residential Development, Located on Hwy 378 & Hemingway Chapel Road – "*Kingston Preserve*" (Hucks)
- E. Consideration of Approval of a Name for a New Residential Development, Located on East Country Club Drive – "*Rivers Edge Village*" (Hucks)
- F. Consideration of Approval of a Name for a New Residential Development, Located on Hemingway Chapel Road – "*Hemingway Chapel Landing*" (Hucks)
- G. Consideration of a Request for a Waiver of Sidewalk Requirements for a Proposed Subdivision (*Hemingway Chapel Landing*), to be Located on Hemingway Chapel Road (PIN: 369-00-00-0021) (Hucks)

IX. CITY ADMINISTRATOR'S REPORT

X. COUNCIL INPUT

XI. WORKSHOP

XII. EXECUTIVE SESSION

- A. Consideration of Appointments to Boards, Commissions and Committees for the Community Appearance Board and Keep Conway Beautiful [pursuant to SC Code §30-4-70(A) (1)].
- B. Discussion on Contractual Negotiations Incident to the Potential Sale of Property on Ann Street [pursuant to SC Code §30-4-70(A) (2)].

"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."

- C. Discussion on Contractual Negotiations Incident to the Potential Sale of Property on Laurel Street [pursuant to SC Code §30-4-70(A) (2)].
- D. Discussion on Contractual Negotiations Incident to the Potential Acquisition of Property on Highway 378 [pursuant to SC Code §30-4-70 (A) (2)].
- E. Discussion on Contractual Negotiations Incident to the Potential Development of Riverfront Property. [pursuant to SC Code §30-4-70(A) (5)].
- F. Discussion of a Potential Lawsuit Regarding a Breach of Contract Matter [pursuant to SC Code §30-4-70(A) (2)].

XIII. RECONVENE FROM EXECUTIVE SESSION

XIV. POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION

XV. 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 May 6, 2024. To ensure 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: MAY 6, 2024
ITEM: III.A.

ISSUE:

Final Reading of Ordinance #ZA2024-05-06 to annex approximately 0.34 acres located at 5204 Columbia Street (PIN 383-08-03-0003), and rezone from the Horry County Residential District (SF 10), no mobile homes allowed to the City of Conway Low/Medium Residential (R-1) district.

BACKGROUND:

The annexation application was submitted by Kevin Kording on March 7, 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 name on February 26, 2021. The property is within the College Park subdivision, located off Hwy 501. There is an existing single-family residence and storage building on the property. Restrictive covenants were recorded for this property, on March 1, 2021.

Council has annexed approximately eleven properties within the College Park Subdivision.

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 April 15th meeting.

STAFF RECOMMENDATION:

Staff recommends **approval of Final Reading of Ordinance #ZA2024-05-06.**

ORDINANCE #ZA2024-05-06

**AN ORDINANCE TO ANNEX APPROXIMATELY 0.34 ACRES OF PROPERTY
LOCATED AT 5204 COLUMBIA STREET (PIN 383-08-03-0003), AND REQUEST TO
REZONE FROM THE HORRY COUNTY RESIDENTIAL, NO MOBILE HOMES
ALLOWED, (SF10) 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 0.34 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 0.34 acres of property located at 5204 Columbia Street (PIN 383-08-03-0003), and request to rezone from the Horry County Residential, no mobile homes allowed (SF10) 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 6 day of May, 2024.

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

First Reading: April 15, 2024

Final Reading: May 6, 2024








Legend

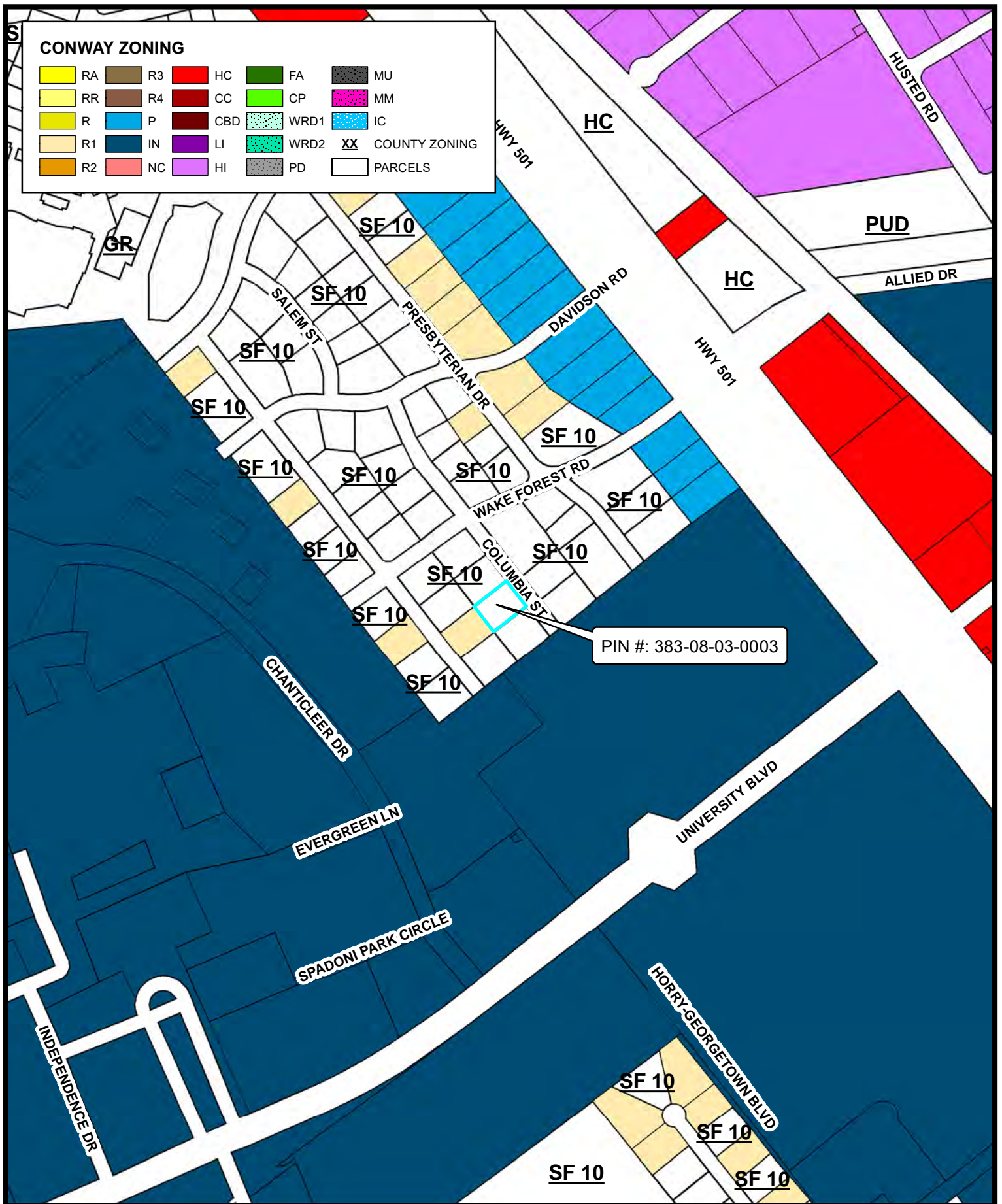
 PARCELS




















REVISED 2019 FLOOD ZONES

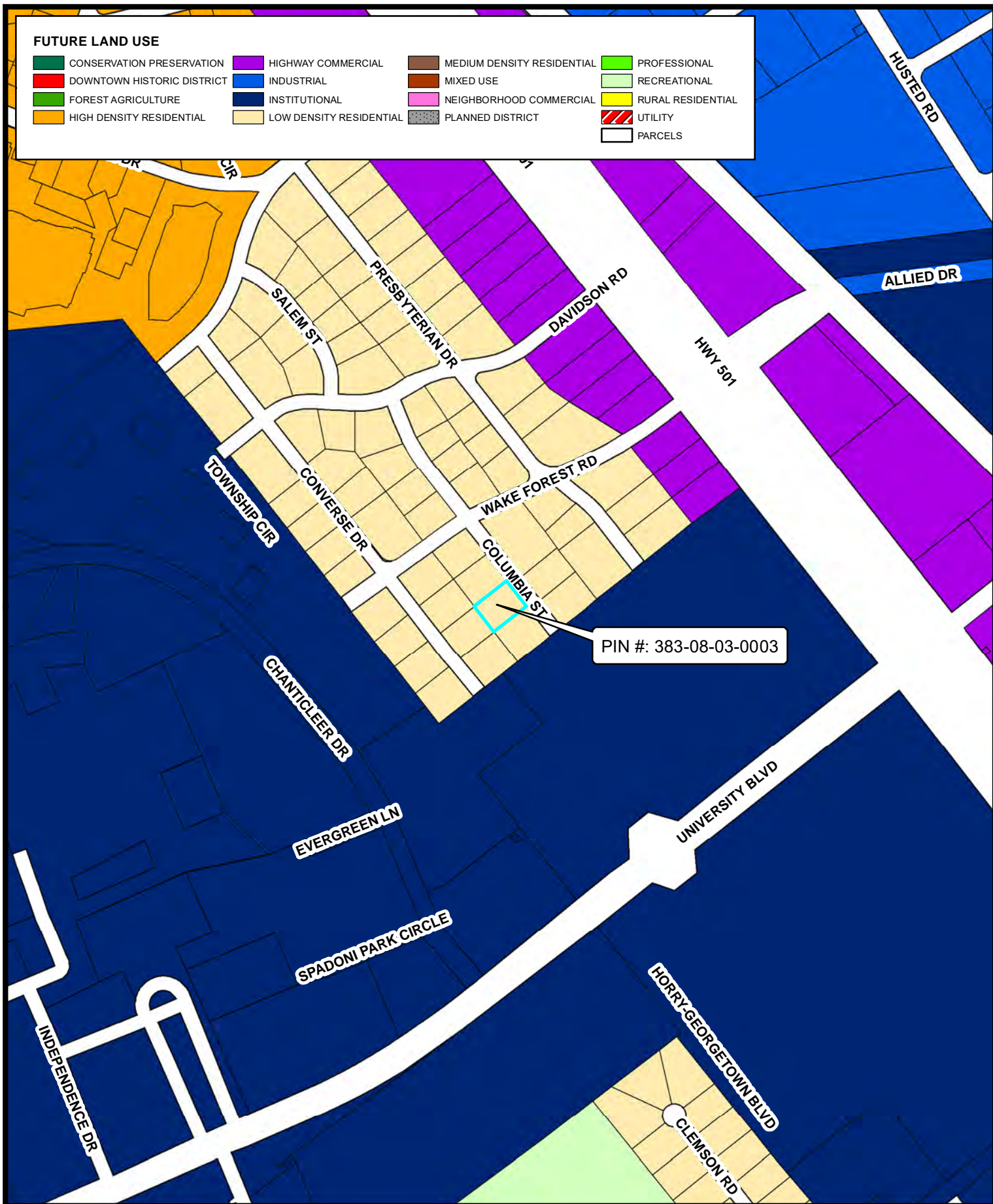
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-  A
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-  PARCELS





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



Marion D. Foxworth III
HORRY COUNTY, SC REGISTRAR OF DEEDS



STATE OF SOUTH CAROLINA)

COUNTY OF HORRY)

RESTRICTIVE COVENANT

KNOW ALL ME BY THESE PRESENTS, that, (I, we) 5204 Columbia St Trust, Kevin Kording (Grantor) as Trustee
seek permission to connect to the Water and/or Sewer System of the City Of Conway. The
property/parcel is situated outside the corporate limits of the City Of Conway. The property/parcel
is identified in the records of the Assessor of Horry County as Tax Map 383-0803-0003 and is
physically located at 5204 Columbia St Conway SC 29526. The above
referenced property was conveyed by deed to the Grantor and recorded in the Office of the
Register of Mesne Conveyance for Horry County, South Carolina in Deed Book 4396 at
Page 2776.

We understand and agree that as a condition of service and connection of the Water and/or Sewer System to the above referenced property, we will petition, when requested by the City Of Conway (by Group or Individual method) for annexation to the City Of Conway under Section 5-3-150 of the Code of Laws for the State of South Carolina. We further understand that it may be necessary to execute a petition for annexation on more than one occasion; however, the final acceptance of the said petition rests upon an affirmation vote of a majority of the governing body of the City Of Conway.

It is understood and agreed upon that this covenant shall be legally binding upon (myself/us) as the Grantor(s), and our heirs and successors. Any violation of, or refusal to sign, said petition shall result in either legal recourse for nonperformance by the City, and/or termination of water and/or sewer services provided to the premises.

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 the City and State regulations. An inspection fee, if applicable, may be imposed for such inspection in accordance with the guidelines and policies set forth by the City of Conway.

All rights, powers, and privileges hereby granted to the City of Conway as grantee shall convey 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 of the title of the above reference property and binding upon the grantors, heirs, successors, and assigns. Furthermore, it is mutually agreeable that upon any dividing, separation, or split of the above referenced property, this agreement shall remain binding upon the successors and heirs of such division, and that this covenant shall remain binding upon the successors and heirs of such division, and that this covenant shall remain a restriction and covenant on the title of the parcel resultant of such division.

IN WITNESS THEREOF, the undersigned Grantor has hereto set his hand and Seal this

01 day of March 2021

SIGNED, SEALED AND DELIVERED by:
Grantor in the presents of:

[Signature]
Witness Emilie Pappas

[Signature]
Witness Jessica Rangeloff

[Signature]
Grantor Name

Grantor Name

STATE OF ~~SOUTH CAROLINA~~ Florida
COUNTY OF ~~Horry~~ Broward)

PROBATE

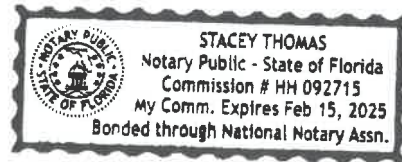
PERSONALLY appeared before me the undersigned witness, and made oath that he/she saw the within named Grantor(s) sign, seal and as his/her act and deed, deliver the within written Agreement and Covenant; and that he/she with the other witness named above witnessed the execution thereof.

[Signature]
Witness Lpsbeth Muzia

SWORN TO BEFORE ME THIS 01
DAY OF March, 2021

[Signature] Stacey Thomas
NOTARY PUBLIC FOR SOUTH CAROLINA Florida

My commission expires: 02/15/2025



Section 26-1-120 (E) (4): A witness is not a party to or a beneficiary of the transaction, signed the record as a subscribing witness.

Prepared By:
Rivertown Law
908 Fourth Avenue, Conway, SC 29526
(843)488-5600
File : 21-0106

STATE OF SOUTH CAROLINA)

)

DEED TO REAL ESTATE

COUNTY OF HORRY)

THIS DEED is made this 26th day of February, 2021, by and between **James E. Nicely**, hereinafter called GRANTOR, which expression shall include his, her or their heirs and assigns, and/or its successors and assigns, wherever the context so requires, or admits, of the one part, and **Kevin Kording, Trustee of the 5204 Columbia Street Trust**, hereinafter called GRANTEE(S), which expression shall include his, her or their heirs and assigns, and/or its successors and assigns, forever, wherever the context so requires or admits, of the other part; and in this agreement, the singular shall include the plural, and the plural shall include the singular, and one gender shall include all genders.

KNOW ALL MEN BY THESE PRESENTS, that GRANTOR(S), for and in consideration of the sum of **Two Hundred Fifteen Thousand and 00/100 (\$215,000.00) Dollars**, paid to GRANTOR, by said GRANTEE, in the State aforesaid, the receipt whereof is hereby acknowledged, has bargained, sold and released, and by these presents does grant, bargain, sell and release unto the said GRANTEE, its successors and assigns forever, in fee simple, the following described property, located in Horry County, South Carolina, to-wit:

SEE EXHIBIT "A" FOR LEGAL DESCRIPTION,
WHICH IS MADE A PART AND PARCEL HEREOF

Grantee(s) Address: PO Box 3075, Hallandale, FL 33008-3075

Property Address: 5204 Columbia Street, Conway, SC 29526

The within conveyance is also subject to all restrictions and easements of record and/or easements upon the premises.

TO HAVE AND TO HOLD all and singular the said premises before mentioned unto said GRANTEE, its successors and assigns forever, in fee simple.



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: College Park
PIN: 38308030003 ACREAGE: 0.34
PROPERTY ADDRESS: 5204 Columbia St Conway SC. 29526
PROPERTY OWNER MAILING ADDRESS: Box 3075 Hallandale FL
PROPERTY OWNER TELEPHONE NUMBER: 786 356 8282
PROPERTY OWNER EMAIL: gdaisy888@gmail.com
APPLICANT: Kevin Kording, AS Trustee
APPLICANT'S EMAIL: Same

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)

Kevin J. Kording K. J. Kording
(Print) (Signature)

DATE: 3-7-24

(Print)

(Signature)

DATE: _____



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

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

Current Use: Storage

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.

N/A

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: 5204 Columbia St Conway SC 29526 FEE PAID () YES () NO
AREA OF SUBJECT PROPERTY (ACREAGE): 0.34 - PIN: 38308 0300 03
CURRENT ZONING CLASSIFICATION: SF 10.
COMPREHENSIVE PLAN 2035 FUTURE LAND USE: R1
REQUESTED ZONING CLASSIFICATION: R1.
NAME OF PROPERTY OWNER(S):
Kevin Kording, as Trustee PHONE # 786356 8282
PHONE # _____
MAILING ADDRESS OF PROPERTY OWNER(S):
Box 3075
Hallandale FL 33008

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

Kevin J. Kording, as Trustee 3-7-24
PROPERTY OWNER'S SIGNATURE(S) DATE
Kevin J. Kording 3-7-24
PROPERTY OWNER'S SIGNATURE(S) DATE

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

DATE: MAY 6, 2024
ITEM: III.B.

ISSUE:

Request from Apex Promoz, LLC for Stars and Strides – November 9, 2024, 8:00 a.m. – 10:00 a.m.

BACKGROUND:

Apex Promoz would like to host a Veterans Day themed 5K and 1 mile race through downtown Conway (see attached maps). Apex will handle all course markings and coordination.

Roads affected will be Laurel Street, Second Avenue, Kingston Street, Elm Street, and Marina Drive.

They would like to use the Town Green (200 Laurel Street) to have games for the kids, inflatables, a 10x10 tent and a podium for pictures with a backdrop. There will be a speaker to play music.

Apex Promoz anticipates 125 participants and 2 vendors.

RECOMMENDATION:

Approve the special event permit as presented.

RECEIVED
4/22/2024



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: Stars and Strides

Name of permit holder: Brandon Cannon

Address of permit holder: 444 River Front South

City: Conway State: SC Zip: 29527

Telephone number of permit holder: _____ Cell 843-446-2619

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: Apex Promoz, llc

Address of organization: 9341 Pond Cypress Lane,

Telephone number of organization: 910-200-8994

What is the purpose of the activity? 5K race and 1 Miler

What is the proposed date(s) of the activity? 11/9/2024

What are the proposed times of the activity? 8am-10am

What are the plans for the event? _____

The plan for this event is to host a Veterans Day themed 5K and 1 mile race. The race will start at 8am and conclude at 9:30am. Apex Promoz will handle all course marking and coordination.

What is the location or route of the activity? (Please attach any necessary route maps.)
Please see maps attach to email

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:

Laurel Street, Kingston Street, 2nd Ave, Elm Street and Marina Drive. The race course will be on the "standard 5k route" 8:30am - 9:30am

What is the approximate number of participants? 125

What is the approximate number of vendors? 2

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? Apex will have trash cans and will remove the garbage from the event.

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: _____

Would like to use the location at 200 Laurel Street (town green) the plan is to have games for the kids like corn hole and one tent 10x10 for packet pick up and a podium for pictures with a back drop.

Does any of the following apply to the proposed activity: No Fireworks Display Yes Other (live band, band, loudspeakers, sound amplifiers, etc.). Please specify: speakers playing music for race

inflatables

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.

NA

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

NA

Times for alcohol to be served: From NA To NA

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): Next Insurance

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: BK C Date: 4/18/2024



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.

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

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: Stars & Strides Date(s) November 6 2024

Sponsoring Organization: Apex Promoz, LLC

Application completed by: Brandon Cannon Contact No.: 843 446-2619 Date: April 18 2024

<input checked="" type="checkbox"/> Recommend approval	<input type="checkbox"/> Recommend disapproval
<u>4/19/2024</u> Date	
Police Department	
Fees or charges associated with this event: <u>see attached</u>	
Special Conditions/Comments: _____	

Police Officers	\$40.00/hour per officer

<input checked="" type="checkbox"/> Recommend approval	<input type="checkbox"/> Recommend disapproval
<u>4/22/2024</u> Date	
Fire Department	
Fees or charges associated with this event: <u>see attached</u>	
Special Conditions/Comments: _____	

Fire Inspector/Fire-Rescue Officers	\$40.00/hour per officer

<input checked="" type="checkbox"/> Recommend approval	<input type="checkbox"/> Recommend disapproval
<u>4/22/2024</u> Date	
Public Works Department	
Fees or charges associated with this event: <u>see attached</u>	
Special Conditions/Comments: _____	

<u>Residential & Non Residential Street Closure</u>	
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 checked="" type="checkbox"/> Recommend approval	<input type="checkbox"/> Recommend disapproval
<div style="display: flex; justify-content: space-between;"> <div>Planning Department</div> <div>4/19/2024 02 Date</div> </div>	
Special Conditions/Comments: see attached	

<input type="checkbox"/> License(s) obtained for _____ vendor(s)	<input checked="" 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>Business License Department</div> <div>4/19/2024 Date</div> </div>	
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:

200 Laurel St, Conway SC 29526 (Town Green)

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:

____ BC ____ (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.

____ BC ____ (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.

____ BC ____ (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.

____ BC ____ (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.

____ BC ____ (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.

BC (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.

BC (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.

BC (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.

BC (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:

Brandon Cannon

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

NAME: Brandon Cannon TITLE: Race Director

SIGNATURE:  DATE: 4/18/2024

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.

Brandon Cannon / Apex Promoz, LLC

NAME OF PERSON/ORGANIZATION

Brandon Cannon Apex Promoz, LLC
SIGNATURE OF PERSON/ORGANIZATION REPRESENTATIVE

4/18/2024

DATE



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/19/2024

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 have ADDITIONAL INSURED provisions or 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 Next First Insurance Agency, Inc. PO Box 60787 Palo Alto, CA 94306	CONTACT NAME: PHONE (A/C No, Ext): (855) 222-5919 E-MAIL ADDRESS: support@nextinsurance.com FAX (A/C No): INSURER(S) AFFORDING COVERAGE INSURER A: State National Insurance Company, Inc. INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:	NAIC # 12831
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COVERAGES **CERTIFICATE NUMBER:** 789401769 **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	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	X		NXT73PKK7K-01-GL	07/15/2023	07/15/2024	EACH OCCURRENCE \$1,000,000.00 DAMAGE TO RENTED PREMISES (Ea occurrence) \$100,000.00 MED EXP (Any one person) \$15,000.00 PERSONAL & ADV INJURY \$1,000,000.00 GENERAL AGGREGATE \$2,000,000.00 PRODUCTS - COMP/OP AGG \$2,000,000.00 \$
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below Y/N <input type="checkbox"/> N/A						PER STATUTE <input type="checkbox"/> OTH-ER <input type="checkbox"/> E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A	Professional Liability			NXT73PKK7K-01-GL	07/15/2023	07/15/2024	Each Occurrence: \$1,000,000.00 Aggregate: \$2,000,000.00

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

The Certificate Holder is City of Conway. This Certificate Holder is an Additional Insured on the General Liability policy per the Additional Insured Automatic Status Endorsement. All Certificate Holder privileges apply only if required by written agreement between the Certificate Holder and the insured, and are subject to policy terms and conditions.

CERTIFICATE HOLDER

City of Conway
229 Main St
Conway, SC 29526

LIVE CERTIFICATE



Click or scan to view

CANCELLATION

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

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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.



STARS AND STRIDES 1 MILE RUN
NOVEMBER 9, 2024
8:00AM-9:30AM





Natasha Sherman

From: Business License
Sent: Monday, April 22, 2024 2:37 PM
To: Natasha Sherman
Subject: RE: Stars and Strides

Approved.

Even/Permit holder must collect \$5 from each vendor, fees must be paid the next business day to the business license office.

Thanks,

Bradley Todd

City of Conway
Business License Inspector
196 Laurel Street : PO Drawer 1075, Conway, SC 29528
Contact | **P:** 843-488-7631 | **C:** 843-504-5740 | **F:** 843-248-1718
| **E:** businesslicense@conwaysc.gov



From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, April 22, 2024 2:36 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bfleming@cityofconway.com>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@cityofconway.com>; Debbie Smith <dsmith@conwaysc.gov>; Jessica Hucks <jhucks@conwaysc.gov>; John Rogers <jrogers@conwaysc.gov>; June Wood <jwood@conwaysc.gov>; Karen Johnson <kjohnson@conwaysc.gov>; Katie Dennis <kdennis@conwaysc.gov>; Mary Catherine Hyman <mhyman@conwaysc.gov>; Phillip Le Hendrick <phendrick@conwaysc.gov>; Reggie Jenerette <rjenerette@cityofconway.com>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Stars and Strides

Please review and approve the updated application for this event.

Natasha Sherman

From: Brandon Harrelson
Sent: Monday, April 22, 2024 3:43 PM
To: Natasha Sherman
Subject: RE: Stars and Strides

We are good.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, April 22, 2024 2:36 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bfleming@cityofconway.com>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@cityofconway.com>; Debbie Smith <dsmith@conwaysc.gov>; Jessica Hucks <jhucks@conwaysc.gov>; John Rogers <jrogers@conwaysc.gov>; June Wood <jwood@conwaysc.gov>; Karen Johnson <kjohnson@conwaysc.gov>; Katie Dennis <kdennis@conwaysc.gov>; Mary Catherine Hyman <mhyman@conwaysc.gov>; Phillip Le Hendrick <phendrick@conwaysc.gov>; Reggie Jenerette <rjenerette@cityofconway.com>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Stars and Strides

Please review and approve the updated application for this event.

Natasha Sherman

Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, October 29, 2023 5:55 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Dale Long
Sent: Monday, April 22, 2024 3:50 PM
To: Natasha Sherman; Tammy Carter; Reggie Hill; Steven Pearce
Subject: RE: Stars and Strides

OK for PD, but they will need officers. We will not just barricade roads and leave them, we will need at least 3 officers to cover the event.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, April 22, 2024 2:36 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bffleming@cityofconway.com>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@cityofconway.com>; Debbie Smith <dsmith@conwaysc.gov>; Jessica Hucks <jhucks@conwaysc.gov>; John Rogers <jrogers@conwaysc.gov>; June Wood <jwood@conwaysc.gov>; Karen Johnson <kjohnson@conwaysc.gov>; Katie Dennis <kdennis@conwaysc.gov>; Mary Catherine Hyman <mhyman@conwaysc.gov>; Phillip Le Hendrick <phendrick@conwaysc.gov>; Reggie Jenerette <rjenerette@cityofconway.com>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Stars and Strides

Please review and approve the updated application for this event.

Natasha Sherman
Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, October 29, 2023 5:55 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Katie Dennis
Sent: Monday, April 22, 2024 4:57 PM
To: Natasha Sherman
Subject: RE: Stars and Strides

Ok with Planning.

Katie Dennis, MSCM, CFM
Planning Concierge
City of Conway Planning & Development
196 Laurel Street Conway, SC 29526
Office: (843) 488-7852 Cell: (843) 421-2337
Please note our email is changing to @conwaysc.gov



From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, April 22, 2024 2:36 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bfleming@cityofconway.com>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@cityofconway.com>; Debbie Smith <dsmith@conwaysc.gov>; Jessica Hucks <jhucks@conwaysc.gov>; John Rogers <jrogers@conwaysc.gov>; June Wood <jwood@conwaysc.gov>; Karen Johnson <kjohnson@conwaysc.gov>; Katie Dennis <kdennis@conwaysc.gov>; Mary Catherine Hyman <mhyman@conwaysc.gov>; Phillip Le Hendrick <phendrick@conwaysc.gov>; Reggie Jenerette <rjenerette@cityofconway.com>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Stars and Strides

Please review and approve the updated application for this event.

Natasha Sherman
Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, October 29, 2023 5:55 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Phillip Le Hendrick
Sent: Monday, April 22, 2024 5:01 PM
To: Natasha Sherman
Subject: RE: Stars and Strides

Fire is good. We will need to inspect the inflatables.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, April 22, 2024 2:36 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bfleming@cityofconway.com>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@cityofconway.com>; Debbie Smith <dsmith@conwaysc.gov>; Jessica Hucks <jhucks@conwaysc.gov>; John Rogers <jrogers@conwaysc.gov>; June Wood <jwood@conwaysc.gov>; Karen Johnson <kjohnson@conwaysc.gov>; Katie Dennis <kdennis@conwaysc.gov>; Mary Catherine Hyman <mhyman@conwaysc.gov>; Phillip Le Hendrick <phendrick@conwaysc.gov>; Reggie Jenerette <rjenerette@cityofconway.com>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Stars and Strides

Please review and approve the updated application for this event.

Natasha Sherman

Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, October 29, 2023 5:55 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

DATE: MAY 6, 2024

ITEM: III.C.

ISSUE:

Resolution authorizing Diamond Shores to secure a Letter of Credit (LOC) guaranteeing the installation of the remaining infrastructure in the Collins Walk, Phase I subdivision.

BACKGROUND:

On October 20, 2022, the Technical Review Committee approved the preliminary plans for Collins Walk subdivision, located on Church Street / Hwy 501. The development will contain a total of 161 townhomes (fee-simple lots). The remaining infrastructure requirements (not yet installed) for Collins Walk include erosion control items, water & sewer testing, sidewalks, landscaping (buffer plantings, irrigation and street trees), remaining roadway improvements, and misc. items.

Per *Section 10.6.1* of the UDO, in lieu of requiring the completion, installation, and inspection of all or any part of the required improvements described in the regulations prior to final plat approval, the City of Conway shall accept a financial guarantee whereby the applicant shall agree to complete all required improvements. A financial surety in the form of cash, cashier's check, or irrevocable letter of credit will be required by Conway City Council if these requirements cannot be provided prior to the recording of the final plat. This cost estimate has been provided by the engineer and has been approved by the Technical Review Committee. The Letter of Credit is required to equal 125% of the cost of construction. ***The Developer will receive final plat approval and obtain the Letter of Credit in the approved amount only upon passing inspection from the Public Works Dept. and Planning Dept. that all non-secured improvements have been installed.***

<u>Collins Walk subdivision, Phase I – Remaining Infrastructure – Cost Estimates</u>	
Erosion control (inlet protection, silt fence, grassing, etc.)	\$8,930.25
Water & Sewer improvements	\$14,300.00
5' sidewalk (30,120 SF)	\$180,720.00
Landscape buffer items (plants, trees, irrigation, pond trees, fencing for buffer, etc.)	\$628,965.00
Roadway items (1.5" Type C Asphalt Surface and binder course, Painting & Striping, and Roadway Signs)	\$94,501.50
Misc. (pond excavation, engineering / survey costs)	\$25,113.00
Subtotal	\$952,529.75
+ 25%	\$238,132.44
Total Costs	\$1,190,662.19

RECOMMENDATION:

Staff recommends approving the resolution in order to accept the letter of credit in the amount of **\$1,190,662.19** by Diamond Shores to financially guarantee the installation of the remaining infrastructure requirements in Phase I of the Collins Walk subdivision.

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

RESOLUTION

ACCEPTING THE LETTER OF CREDIT FROM DIAMOND SHORES TO ALLOW FOR THE SURETY OF INFRASTRUCTURE IN THE COLLINS WALK (PHASE I) SUBDIVISION

WHEREAS, Diamond Shores is required to install infrastructure within the City Limits of Conway by the City of Conway’s Unified Development Ordinance (UDO); and

WHEREAS, Diamond Shores will request approval to convey his / her right, title, and all interest related to the new roads and infrastructure once installed and approved by the City of Conway; and

WHEREAS, Conway City Council has determined it would be in the best interest of Conway and its citizens to accept the Letter of Credit for the new infrastructure;

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Conway, South Carolina to accept the Letter of Credit from Diamond Shores.

IN WITNESS WHEREOF, this Resolution is hereby adopted and made a part of the City Records this 6 day of May , 2024.

_____ Barbara Jo Blain, 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

PROJECT : Collins Walk Phase 1
LOCATION : Horry County, South Carolina
ESTIMATOR : Thomas and Hutton



Financial Guarantee Estimate

DATE PREPARED : 2022/7/11 REVISED: 2024/04/16

BASIS FOR ESTIMATE

(No design completed-Master Plan)
(Preliminary design)
X (Final design)
(Other)

OPINION OF PROBABLE CONSTRUCTION COST

Since the Engineer has no control over the cost of labor, materials, equipment, over the Contractor's methods of determining prices, or over competitive bidding or market conditions, the Opinions of Probable Construction Costs provided for herein are made on the basis of his experience and qualifications. These opinions represent his best judgment as a design professional familiar with the construction industry. However, the Engineer cannot and does not

General

Item	Description	Quantity	Unit	Unit Cost	Total Cost	% Remaining	Cost Remaining
1	Mobilization	1	EA	\$ 27,174.00	\$ 27,174.00	0%	\$ -
2	Construction Layout/Asbuilts *	1	LS	\$ 31,130.00	\$ 31,130.00	10%	\$ 3,113.00
3	Demo Existing House & Carports	1	LS	\$ 17,500.00	\$ 17,500.00	0%	\$ -
4	Dewatering	1	LS	\$ 7,250.00	\$ 7,250.00	0%	\$ -
5	Bush Hogging	10.5	ACRE	\$ 660.00	\$ 6,930.00	0%	\$ -
6	Clearing	14	ACRE	\$ 6,500.00	\$ 91,000.00	0%	\$ -
						\$ 180,984.00	\$ 3,113.00

Erosion Control

Item	Description	Quantity	Unit	Unit Cost	Total Cost	% Remaining	Cost Remaining
1	Silt Fence	5150	LF	\$ 3.15	\$ 16,222.50	0%	\$ -
2	Construction Entrance	2	EA	\$ 6,250.00	\$ 12,500.00	0%	\$ -
3	Concrete Washout	2	EA	\$ 1,500.00	\$ 3,000.00	0%	\$ -
4	Inlet Protection	41	EA	\$ 150.00	\$ 6,150.00	0%	\$ -
5	Outlet Protection	9	EA	\$ 950.00	\$ 8,550.00	0%	\$ -
6	Tree Protection	1320	LF	\$ 3.15	\$ 4,158.00	0%	\$ -
7	4" Skimmer	1	EA	\$ 1,750.00	\$ 1,750.00	0%	\$ -
8	Grassing	99225	SY	\$ 0.90	\$ 89,302.50	10%	\$ 8,930.25
						\$ 141,633.00	\$ 8,930.25

Earthwork

Item	Description	Quantity	Unit	Unit Cost	Total Cost	% Remaining	Cost Remaining
1	Strip Topsoil - Place in Nonstructural Areas	13300	CY	\$ 3.75	\$ 49,875.00	0%	\$ -
2	Strip Topsoil - Stockpile to Export	9265	CY	\$ 4.00	\$ 37,060.00	0%	\$ -
3	Site Excavation - Stockpile to Export	23645	CY	\$ 4.35	\$ 102,855.75	0%	\$ -
4	Pond Excavation - Stockpile to Export	18850	CY	\$ 4.00	\$ 75,400.00	0%	\$ -
5	Import Select Fill - Building Pads	36675	CY	\$ 11.50	\$ 421,762.50	0%	\$ -
6	Import Select Fill - Front Yards	12440	CY	\$ 11.50	\$ 143,060.00	0%	\$ -
7	Import Select Fill - Roadway	13025	CY	\$ 11.50	\$ 149,787.50	0%	\$ -
8	Export Excess Material	53750	CY	\$ 6.00	\$ 322,500.00	0%	\$ -
9	Site Grading	51350	SY	\$ 1.45	\$ 74,457.50	0%	\$ -
10	Fine Grade Building Pads	47850	SY	\$ 1.00	\$ 47,850.00	0%	\$ -
11	Subgrade Prep	15060	SY	\$ 3.15	\$ 47,439.00	0%	\$ -
						\$1,472,047.25	\$ -

Sitework

Item	Description	Quantity	Unit	Unit Cost	Total Cost	% Remaining	Cost Remaining
1	1.5" Binder	6265	SY	\$ 12.60	\$ 78,939.00	0%	\$ -
2	1.5" Asphalt Surface	6265	SY	\$ 13.10	\$ 82,071.50	100%	\$ 82,071.50
3	8"BASE	12675	SY	\$ 14.79	\$ 187,463.25	0%	\$ -
4	18" Rolled Curb	8575	LF	\$ 12.50	\$ 107,187.50	0%	\$ -
5	6"BASE	2382	SY	\$ 11.59	\$ 27,607.38	0%	\$ -
6	Transitions for Curb Inlets	36	EA	\$ 375.00	\$ 13,500.00	0%	\$ -
7	6" Conduits for Crossings	500	LF	\$ 14.25	\$ 7,125.00	0%	\$ -
8	6" Underdrain w/Sand	8575	LF	\$ 11.30	\$ 96,897.50	0%	\$ -
9	Signage and Striping	1	LS	\$ 12,430.00	\$ 12,430.00	100%	\$ 12,430.00
						\$ 613,221.13	\$ 94,501.50

Storm Drainage

Item	Description	Quantity	Unit	Unit Cost	Total Cost	% Remaining	Cost Remaining
1	18" Beveled End Section	2	EA	\$ 475.00	\$ 950.00	0%	\$0.00
2	30" Beveled End Section	4	EA	\$ 810.00	\$ 3,240.00	0%	\$0.00
3	36" Beveled End Section	1	EA	\$ 900.00	\$ 900.00	0%	\$0.00
4	48" Beveled End Section	2	EA	\$ 1,350.00	\$ 2,700.00	0%	\$0.00
5	15" RCP	1035	LF	\$ 37.92	\$ 39,247.20	0%	\$0.00
6	18" RCP	1236	LF	\$ 47.05	\$ 58,153.80	0%	\$0.00
7	24" RCP	1189	LF	\$ 58.69	\$ 69,782.41	0%	\$0.00
8	30" RCP	596	LF	\$ 80.34	\$ 47,882.64	0%	\$0.00
9	36" RCP	391	LF	\$ 139.07	\$ 54,376.37	0%	\$0.00
10	48" RCP	230	LF	\$ 225.46	\$ 51,855.80	0%	\$0.00
11	Grate Inlet (2'X3')	3	EA	\$ 1,950.00	\$ 5,850.00	0%	\$0.00
12	Type 9 (3'X3')	2	EA	\$ 2,675.00	\$ 5,350.00	0%	\$0.00
13	Curb Inlet (3'X3')	28	EA	\$ 2,750.00	\$ 77,000.00	0%	\$0.00
14	Curb Inlet (3'X4')	2	EA	\$ 3,400.00	\$ 6,800.00	0%	\$0.00
15	Curb Inlet (4'X4')	3	EA	\$ 3,750.00	\$ 11,250.00	0%	\$0.00
16	Curb Inlet (4'X5')	1	EA	\$ 4,550.00	\$ 4,550.00	0%	\$0.00
17	Curb Inlet (3'X6')	2	EA	\$ 4,525.00	\$ 9,050.00	0%	\$0.00
18	Junction Box (3'X3')	4	EA	\$ 2,650.00	\$ 10,600.00	0%	\$0.00
19	Junction Box (4'X4')	2	EA	\$ 3,450.00	\$ 6,900.00	0%	\$0.00
20	Outlet Structure (4'X4')	1	EA	\$ 5,000.00	\$ 5,000.00	0%	\$0.00
						\$471,438.22	\$0.00

Water							
Item	Description	Quantity	Unit	Unit Cost	Total Cost	% Remaining	Cost Remaining
1	Relocate Existing Hydrant & Connect to Existing 6"	1	LS	\$ 7,150.00	\$ 7,150.00	0%	\$0.00
2	Connect to Existing 8" Waterline	1	EA	\$ 1,100.00	\$ 1,100.00	0%	\$0.00
3	8" x 8" Tapping Sleeve & Valve	1	EA	\$ 5,780.50	\$ 5,780.50	0%	\$0.00
4	6" Direction Drill	175	LF	\$ 79.20	\$ 13,860.00	0%	\$0.00
5	6" DR 18 PVC Waterline	3660	LF	\$ 28.49	\$ 104,273.40	0%	\$0.00
6	8" DR 18 PVC Waterline	2265	LF	\$ 41.33	\$ 93,612.45	0%	\$0.00
7	Fire Hydrant Assembly	6	EA	\$ 7,509.34	\$ 45,056.04	0%	\$0.00
8	8" x 6" MJ Reducer	1	EA	\$ 869.00	\$ 869.00	0%	\$0.00
9	6" MJ Tee	8	EA	\$ 1,072.50	\$ 8,580.00	0%	\$0.00
10	6" MJ Gate Valve	24	EA	\$ 1,982.39	\$ 47,577.36	0%	\$0.00
11	8" MJ Gate Valve	2	EA	\$ 2,725.80	\$ 5,451.60	0%	\$0.00
12	6" MJ 45 Bend	4	EA	\$ 814.00	\$ 3,256.00	0%	\$0.00
13	Waterline Under Storm Drain	7	EA	\$ 4,015.00	\$ 28,105.00	0%	\$0.00
14	Single Water Service	162	EA	\$ 892.32	\$ 144,555.84	0%	\$0.00
15	Testing	1	LS	\$ 8,250.00	\$ 8,250.00	100%	\$8,250.00
					\$517,477.19		\$8,250.00

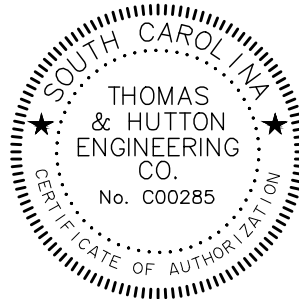
Sewer							
Item	Description	Quantity	Unit	Unit Cost	Total Cost	% Remaining	Cost Remaining
1	Tie Into Existing Manhole (10' - 12')	1	EA	\$ 3,850.00	\$ 3,850.00	0%	\$0.00
2	8" SDR 35 (0 - 6')	418	LF	\$ 58.17	\$ 24,315.06	0%	\$0.00
3	8" SDR 35 (6' - 8')	1971	LF	\$ 60.24	\$ 118,733.04	0%	\$0.00
4	8" SDR 35 (8' - 10')	605	LF	\$ 63.14	\$ 38,199.70	0%	\$0.00
5	8" SDR 35 (10' - 12')	390	LF	\$ 72.62	\$ 28,321.80	0%	\$0.00
6	8" DR 18 (10' - 12')	365	LF	\$ 89.00	\$ 32,485.00	0%	\$0.00
7	8" DR 18 (12' - 14')	215	LF	\$ 95.98	\$ 20,635.70	0%	\$0.00
8	4' Dia. Manhole (0 - 6')	4	EA	\$ 4,089.25	\$ 16,357.00	0%	\$0.00
9	4' Dia. Manhole (6' - 8')	10	EA	\$ 4,768.50	\$ 47,685.00	0%	\$0.00
10	4' Dia. Manhole (8' - 10')	1	EA	\$ 5,809.10	\$ 5,809.10	0%	\$0.00
11	4' Dia. Manhole (10' - 12')	3	EA	\$ 6,880.50	\$ 20,641.50	0%	\$0.00
12	4' Dia Manhole (12' - 14')	1	EA	\$ 8,816.50	\$ 8,816.50	0%	\$0.00
13	Inside Drop	3	EA	\$ 2,035.00	\$ 6,105.00	0%	\$0.00
14	Single Sewer Service off SDR 35	116	EA	\$ 1,320.00	\$ 153,120.00	0%	\$0.00
15	Double Sewer Service off SDR 35	16	EA	\$ 1,768.80	\$ 28,300.80	0%	\$0.00
16	Single Sewer Service off DR18	14	EA	\$ 1,918.40	\$ 26,857.60	0%	\$0.00
17	Double Sewer Service off DR 18	1	EA	\$ 2,527.80	\$ 2,527.80	0%	\$0.00
18	Testing	1	LS	\$ 6,050.00	\$ 6,050.00	100%	\$6,050.00
					\$588,810.60		\$6,050.00

Misc							
Item	Description	Quantity	Unit	Unit Cost	Total Cost	% Remaining	Cost Remaining
1	Phase 1 Landscaping	1	LS	\$ 156,565.00	\$156,565.00	100%	\$156,565.00
2	Pool Building	1	LS	\$ 176,000.00	\$176,000.00	100%	\$176,000.00
3	Pool/Deck	1	LS	\$ 165,000.00	\$165,000.00	100%	\$165,000.00
4	Landscaping	1	LS	\$ 35,000.00	\$35,000.00	100%	\$35,000.00
5	Playground/Accessories/Pool Furniture	1	LS	\$ 42,000.00	\$42,000.00	100%	\$42,000.00
6	Fence	1	LS	\$ 18,000.00	\$18,000.00	100%	\$18,000.00
7	Sidewalks	30120	SF	\$ 6.00	\$180,720.00	100%	\$180,720.00
8	Street Trees Phase 1	39	LS	\$ 750.00	\$29,250.00	100%	\$29,250.00
9	Crepe Myrtles	22	LS	\$ 325.00	\$7,150.00	100%	\$7,150.00
							\$809,685.00

Engineering costs							
Item	Description	Quantity	Unit	Unit Cost	Total Cost	% Remaining	Cost Remaining
1	Final Plat, FAB, WSAB, dedication documents, etc.	1	LS	\$ 22,000.00	\$22,000.00	100%	\$22,000.00
					\$22,000.00		\$22,000.00

TOTAL REMAINING COSTS **\$952,529.75**

Financial Guarantee Estimate (@125%) **\$1,190,662.19**



CITY OF CONWAY
CITY COUNCIL MEETING
CONWAY CITY HALL
229 MAIN STREET, CONWAY
MONDAY, APRIL 15, 2024 - 4:00 P.M.

PRESENT: Mayor Barbara Jo Blain, Mayor Pro Tem Larry White, Amanda Butler, William Goldfinch, Julie Hardwick, Beth Helms. **ABSENT:** 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; Timmy Williams, Hospitality & Beautification Director; Reggie Jenerette, Solid Waste Director; Becky Graham, Human Resource Deputy Director; Rock Rabon, Fleet Maintenance Director; Le Hendrick, Fire Chief; Ashley Smith, Recreation Director; Dale Long, Police Chief; Ted Dudley, Public Utilities Deputy Director; Robert Cooper, Construction Services Director; Brandon Harrelson, Public Works Director; Katie Dennis, Planning Concierge; Allison Williams, Finance Director; James Friday, Public Utilities Director; Kayla Fleming, Municipal Judge; Anne Bessant, Planning and Development Assistant; and Alicia Shelley, City Clerk.

OTHERS: Hillary Howard, Kelli James, Kyle Randle. There were approximately 20 others in attendance.

CALL TO ORDER: Mayor Blain called the meeting to order. Rev. Kyle Randle, First United Methodist 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.

Blain welcomed Gerry Shea, Field Representative for Congressman Fry.

CONSENT AGENDA:

- A. Approval of Adoption of Annual Resolution Recognizing April as National Fair Housing Month**
- B. Approval of Special Event – Under the Lights 5K – December 11, 2024**
- C. Approval of a Resolution to accept a Letter of Credit for the Remaining Infrastructure for Kingston Bay, Phase 2.**
- D. Approval of Purchase of Replacement Vehicle for the Fire Department (budgeted)**
- E. Approval of Purchase of Vehicle for the Finance Department (budgeted)**
- F. Resolution Accepting Dedication of Roadway and Drainage System for Jenkins Field Road**

G. Resolution Honoring Gary Gilmore

H. Approval of March 18, 2024 Council Meeting Minutes

APPROVAL OF CONSENT AGENDA: **Motion:** Butler made a motion, seconded by Helms to approve the April 15, 2024 consent agenda. **Vote:** Unanimous. Motion carried.

Motion: White made a motion, seconded by Goldfinch to approve the agenda with the exception of moving item VIII.C. Consideration of Approval of a Standard 5K Run Route before item VIII.B. Consideration of Approval of a Special Event – Gobble Gobble 5K & 1 Miler. **Vote:** Unanimous. Motion carried.

PUBLIC INPUT:

- Kelli James, Executive Vice President of the Conway Chamber of Commerce asked Council to consider a City Ordinance change to allow the sale and consumption of canned beer within the festival area for Riverfest 2024.

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

INTRODUCTION OF NEW HIRES:

Blain introduced the following new employees:

- Matthew Anderson – Police Officer
- Christopher Turner - Firefighter
- Samantha Huggins - Judicial Assistant
- Jarrod Brown - Hospitality & Beautification Technician
- Andrew Pye - Hospitality & Beautification Technician
- Frankie Edwards - Zoning & Landscaping Inspector
- Jordan Capenter - Firefighter
- Shakeria Jenerette - Utility Billing Specialist
- Esteban Cruz-Turner - Welder/Fabricator/Mechanic
- Anthony Molnar - Firefighter
- Brian Szebenyi - Hospitality & Beautification Technician
- David Crocker - Police Officer
- Morgan Morris - Accounts Payable Clerk
- Henry Green - Right of Way Technician
- Clark Davis - Right of Way Technician

SPECIAL PRESENTATION:

- A. Presentation of a Proclamation Declaring April as Autism Acceptance Month –**
Blain presented a Proclamation declaring April as Autism Acceptance Month to Sara Pope, SOS Care; Patsy Baker, South Conway Elementary; and others.

- B. Presentation of Employee of the Month for April 2024 – Public Service –** Hyman presented Anne Bessant, Planning and Development Assistant with Public Service Employee of the Month for April 2024.

FIRST READING:

First Reading of Ordinance #ZA2024-05-06 to annex approximately 0.34 acres of property located at 5204 Columbia Street (PIN 383-08-03-0003), and rezone from the Horry County Residential, no mobile homes allowed, district (SF10) to the City of Conway Low/Medium-Density Residential (R-1) district. Dennis stated that this annexation application was submitted as a requirement to connect to water and/or sewer utilities. There is an existing single-family residence and storage building on the property. Council has annexed approximately eleven properties within the College Park Subdivision. Dennis said that staff recommends approval of this annexation request.

Motion: Blain made a motion, seconded by Hardwick to approve first reading of Ordinance #ZA2024-05-06. **Vote:** Unanimous. Motion carried.

CONSIDERATION:

- A. Consideration of a Resolution to authorize the fee-in-lieu of open space for the (proposed) Chapman Village subdivision located on Medlen Parkway (parent PIN: 338-00-00-0003).** Dennis stated that the applicant is requesting approval to pay the fee in lieu of providing open space for the proposed Chapman Village Subdivision, in accordance with Section 10.3.9, B.4 of the Unified Development Ordinance (UDO), which states that “if less than one (1) acre of open space is required for any major subdivision, the developer shall submit a fee in lieu of providing the open space” as described in Section 10.3.9, D. The development will consist of 45 single-family lots. Dennis said that the applicant has provided an appraisal that meets the intent stated in *Section 10.3.9, E.2*. The fee in lieu amount is determined by calculating the appraised value (as provided) divided by the total area in the subdivision or development and multiplying by the amount of open space that would otherwise be required. In this case, the applicant has provided an appraisal from a SC licensed real estate appraiser based on the assumption that all entitlements and permitting will be completed by May 2024 with a value of \$1,350,000, which when divided by the total area of 11.83, totals approx. \$114,117 per acre. The required amount of open space that would otherwise be required is 0.94 acres (45 lots x 2.6 x 0.008). Therefore, the open space fee in lieu calculated (per the appraisal) is \$107,269.65. This fee would be required to be paid prior to the recording of any lots, in accordance with *Section 10.3.9, E.7*, as well as all other conditions of development be satisfied. Dennis said that Planning Commission recommended approval at their April meeting and that staff also recommends approval of the fee in lieu of open space.

Motion: Goldfinch made a motion, seconded by Helms, to approve the Resolution accepting the fee in lieu of open space for Chapman Village in the amount of \$107,269.65. **Vote:** Unanimous. Motion carried.

- B. Consideration of Approval of a Standard 5K Run Route.** Long stated that on the Consent Agenda, Under the Lights 5K was approved and that the proposal for this request is to use this same run route which showcases the Riverwalk, Riverfront Park, and other Downtown areas. Long stated that this route has less impact and the only residential neighborhood that would be impacted is the Kingston Point Condos, and it also reduces demands on manpower. Long proposes that anyone that wants to do a 5K would use this standard 5K run route for permitted events.

Motion: Blain made a motion, seconded by Goldfinch, to approve the standard 5K run route as presented. **Vote:** Unanimous. Motion carried.

- C. Consideration of Approval of a Special Event – Gobble Gobble 5K & 1 Miler – November 23, 2024.** Rogers stated that this request is from Apex Promoz for the Gobble Gobble 5K and 1 Miler to be held on November 23, 2024 from 8 a.m. until 9:30 a.m. Rogers said that he did not think that the applicant would have a problem amending the route to match the standardized route that was just approved.

Motion: Goldfinch made a motion, seconded by White, to approve the special event with staff's recommendation to amend the route map to match the standardized route.

Vote: Unanimous. Motion carried.

CITY ADMINISTRATOR'S REPORT:

Emrick informed Council of the following:

- The last couple of meetings, there has been less rezonings and annexations. Emrick assured that this does not mean that there is a lack of development happening. To the contrary, the numbers have been way up. So far this year, the City has permitted 123 single family homes. Last year, at this same point, staff permitted 89 homes, which was a very busy year. The City is on track to permit close to 450 homes this year. That will be the most ever permitted in one year by a great margin. As more and more recently approved subdivisions come online, this number will continue to grow.
- The Joint Board Review Committee in Columbia approved the transfer of 808 acres from Santee Cooper to the City of Conway. Staff is wrapping up our Phase 1 assessment of the property which has to be complete prior to the transfer going through. Staff is looking at June or July for the date of transfer to occur. In the meanwhile, staff is working on having the property surveyed and getting the title work completed on it.
- The kickoff meeting for Chestnut Bay was last week. This was a daylong meeting with engineers and other design professionals. The engineering and planning is expected to take 18 to 24 months with construction commencing sometime in 2026.
- The McKeithen Outfall project, which is adjacent to Chestnut Bay has begun its design and engineering phase as well. Staff hopes and plans to tie this project together with Chestnut Bay allowing for several levels of flood storage and water passage without impacting Crabtree Canal.
- Two weekends ago, the Sports and Fitness Center hosted the SC Gymnastics Championships and saw more than 5,000 people come through the center. This is an increase from the 1,000 that came through last year during the same weekend.

- On April 28th, the Sports and Fitness Center will welcome a whole other kind of gymnastics. In partnership with the El Gallo family of radio stations, the City will host Lucha Libre, Mexican Wrestling. This will start at 4 p.m. and will also include a kid's festival, games and food. Emrick applauded Ashley Smith and our Recreation team for adding some very new and unique programming to our City and for its continued partnership with El Gallo.
- Emrick encouraged all to go by the parking lot behind the old Jerry Cox Building at Kingston and Fourth Avenue, on their way home this afternoon. The City hopes to lay asphalt Friday or Monday and the brickwork on ERF#3 and the new welcome sign will commence Wednesday if weather permits.
- There will be delays on the remainder of the Town Green and Laurel Street Fountain projects. There is an RFQ out for engineering services to complete these projects after some key staff left our former contractor. This should be on the next agenda for Council to consider.
- Also on the next agenda will be a firm to design a new phase of the Crabtree Greenway, connecting Mill Pond Road to El Bethel, and essentially connecting the new Whittemore Middle School and Conway High School to the Sports and Fitness Center and Recreation Complex. This project is possible due to a state grant obtained in the current budget of \$2.4 million.
- This Friday Coastal Baseball is having a BlackOut Game and will hand out several hundred of our City Sponsored towels. It should be a great atmosphere for a very important Sun Belt Conference home series.
- Coming up, Fridays this May, Conway Downtown Alive will host Groovin' on the Green. The lineup for this popular event is on their website and social media pages.
- Staff have begun meeting internally to get ready for our fall and winter holidays. There are not any specifics yet, but pretty sure it's going to be amazing, even more so than in past years.
- Finally, tonight there are department head reports from Judge Kayla Fleming and from James Friday in Public Utilities.

Municipal Court: Fleming reported the following:

- The City recently signed a contract for a new prosecutor, Mr. Fran Humphries. Municipal Court has changed court day from Wednesdays to Thursdays and changed the way the cases are prosecuted with hopes to dispose of cases in a timelier manner. Also, staff has implemented new strategies for collecting money.
- Fleming said that as far as the debt setoff, the City is seeking \$450,000 in 2024 from years 2019, 2020, and 2021. Court has received two checks thus far, one for almost \$1,200.00 and the other for \$1,500.00.
- Fleming said that in prior council reports there were some questions about the breakdown of fines. Fleming provided Council a copy of a few different charges that are frequently charged and their disbursements.

Public Utilities: Friday reported the following:

- There have been 403 new water meters installed to date this year.
- There have been 266 new sewer services to date this year.
- Public Utilities is working on the Sherwood Pump Station and SCDOT projects located on Highway 701 North and the widening of Highway 501.

COUNCIL INPUT:

Hardwick told Chief Long that she was really excited to see the number of 18 wheelers that are being pulled for going over the bridge, job well done. Hardwick then told staff to look into the Ordinance change for the Chamber of Commerce allowing beer cans versus opaque cups. Hardwick gave kudos to Mayor Blain and announced that she is making her debut on Thursday at the Theatre of the Republic as Nurse Norman in Waitress.

Goldfinch said that last week the Downtown Police Department was dedicated to Lt. Odell Cochran. Goldfinch said that he served 38 years and that is such a huge commitment, and it also speaks to who Goldfinch thinks he was. Goldfinch said it was a pleasure getting to meet people that he had never met before and learning more about Lt. Cochran. Goldfinch appreciates staff and everyone for doing that. Goldfinch said that a few weeks ago the Horry Independent ran a nice piece about the City's proposed tax increase and the impacts that it would have. Goldfinch said that he has had several people come up to him and ask why taxes are being raised. Goldfinch said that every 5 years property is reassessed and when values go up, the City has to rollback the millage so that it is revenue neutral. Goldfinch said that if we never had to rollback millage, the City would never have to increase taxes. Goldfinch said that the City is not a business that makes money but a governmental organization that needs money to pay salaries, and the only way to do that is from time to time to stay up with the Consumer Pricing Index. Lastly, Goldfinch said that state legislation passed a law that now allows an 18-year-old to carry a handgun on their waist with absolutely no training, and no background check. Goldfinch said that Senator Rankin was the only Republican in the Senate that voted against this. Goldfinch said that he does not think that this makes us safer, as he thinks that it does the opposite.

White said that now that 18-year-olds can carry a gun, he thinks that is all the more reason for passing of a hate crime. White asked why the seasonal decorations are only Downtown and asked that they be expanded to the corridors coming in at 378, 701, and 501, in safe places. Emrick said that in most places the City does not own property to put anything and if the City does own it there is usually no power. Emrick said that the idea of doing Downtown is because it is walkable and interactive that way. Emrick said that there are spaces where decorations could be put, such as the Gateway signage and we should put something there. Emrick said that the Recreation Center will also have more decorations this year.

Blain said that the City has a whole new reputation when it comes to holiday decorations as the demand is not only for new placements but for more celebrations. Blain thinks that the public needs to be aware that while these things have had the impact that we had hoped for as they bring people into Conway, it also does come with some costs. Blain said that she jokingly said to the Administrator recently that soon the City will need a whole warehouse for decorations and a new crew of people to put them up and take them down. Blain said that she and Helms went to a meeting of the Wild Wing residents and that the County had responded to one of the complaints that they made relative to the timing of the operation of an asphalt plant and some of the concerns

that they have about the emissions from that plant that unfortunately may never be answered according to the representative from DHEC who were present at the time. Blain said that DHEC does not necessarily test for kinds of particulars that would bring health concerns. Blain thanked staff for all that they do and that she gets more credit than she could ever deserve and that is because of the work of the people who are sitting here. Blain told staff that everything they do is wonderful that she gets credit for, and that she gets far more compliments than complaints, and she hopes her colleagues receive the same. Blain said that she doesn't think she could ever say enough about the people who work for the City and those that tell the story about the City.

EXECUTIVE SESSION: Motion: White made a motion, seconded by Goldfinch to enter into Executive Session for the following: Consideration of Appointments to Boards, Commissions and Committees for the Board of Zoning Appeals, Planning Commission and Conway Housing Authority [pursuant to SC Code §30-4-70(A) (1)].

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

POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION: Motion: Blain made a motion, seconded by Goldfinch to appoint Donna Baxley, Board of Zoning Appeals; Gregory Bryson, Planning Commission; and Ashley Hadfield, Housing Authority. **Vote:** Unanimous. Motion carried.

ADJOURNMENT: Motion: Goldfinch 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: MAY 6, 2024
ITEM: VI.A.

Presentation of Longevity Awards – April 2024 – 5 Years: Neil Mahoney, Solid Waste

DATE: MAY 6, 2024

ITEM: VI.B.

ISSUE:

Presentation of Tree City USA designation – Ann Huyler, South Carolina Forestry Commission

BACKGROUND:

The Tree City USA Program is sponsored by the Arbor Day Foundation in cooperation with the National Association of State Foresters and the USDA Forestry Service. Tree City USA communities must have a tree board or department, a tree-care ordinance, a community forestry program with annual expenditures of at least \$2 per capita, and an Arbor Day observance and proclamation. In 2023, the City of Conway applied for continued designation as a Tree City USA. Staff was recently notified that our designation was approved for the 39th consecutive year.

A Tree City USA summary, attached, includes statistics for South Carolina for the year 2022.

RECOMMENDATION:

Accept the Tree City USA designation presentation



TREE CITY USA®
An Arbor Day Foundation Program

NATIONWIDE

2022

BY THE NUMBERS

3,574
TREE CITY USA
COMMUNITIES
75 NEW

48.39%
OF THE NATION
LIVES IN A TREE CITY
USA COMMUNITY

95.81% RECERTIFICATION RATE



REPORTED NUMBER OF
TREES PLANTED

1,003,385

LARGEST

New York, NY
POPULATION 8,500,000

SMALLEST

Sibley
POPULATION 20

LONGEST-RUNNING
ACTIVE TREE CITY USA
COMMUNITY:

16
47 YEARS

\$1,513,966,192

SPENT ON
URBAN FORESTRY
MANAGEMENT



\$9.33
average per capita

Growth Award

481 Growth Award
Recipients

LONGEST ACTIVE GROWTH AWARD

Eules, TX
32 YEARS

56 NEW Growth
Award Recipients

BEYOND TREE CITY USA



An Arbor Day Foundation Program

410 Recognized
Schools
29 NEWLY
Recognized Schools



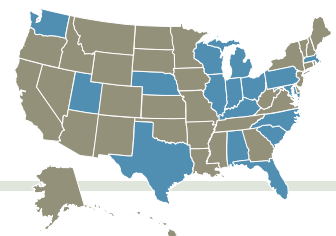
An Arbor Day Foundation Program

141 Tree Line USA
Utilities
LONGEST ACTIVE UTILITY:
**AEP Public Service Company of
Oklahoma & Northern Indiana Public
Service Company**
30 YEARS



An Arbor Day Foundation Program

Recognized Healthcare Facilities:



**Arbor Day
Foundation®**



TREE CITY USA®
An Arbor Day Foundation Program

SOUTH CAROLINA

2022

BY THE NUMBERS

41

TREE CITY USA
COMMUNITIES

1 NEW

23.91%

OF STATE
LIVES IN A TREE CITY
USA COMMUNITY

97.56%

 RECERTIFICATION RATE


REPORTED NUMBER OF
TREES PLANTED

71,762

LARGEST

Anderson County
POPULATION 158,155

SMALLEST

Patrick
POPULATION 266

LONGEST-RUNNING
ACTIVE TREE CITY USA
COMMUNITY:

Columbia
44 YEARS

\$12,281,460

SPENT ON
URBAN FORESTRY
MANAGEMENT



\$9.90
average per capita

Growth Award

2 Growth Award
Recipients

LONGEST ACTIVE GROWTH AWARD

Summerville
5 YEARS

0 NEW Growth
Award Recipients

BEYOND TREE CITY USA



An Arbor Day Foundation Program

8 Recognized
South Carolina Schools

0 NEWLY
Recognized Schools



An Arbor Day Foundation Program

3 Tree Line USA
Utilities

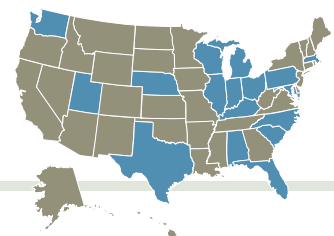
LONGEST ACTIVE UTILITY:

Gaffney Board of Public Works
23 YEARS



An Arbor Day Foundation Program

Recognized Healthcare Facilities:



**Arbor Day
Foundation**

DATE: MAY 6, 2024
ITEM: VI.C.

Proclamation Recognizing May as Military Appreciation Month

DATE: MAY 6, 2024
ITEM: V.I.D.

Proclamation Recognizing May as National Tennis Month

DATE: MAY 6, 2024
ITEM: V.I.E.

Proclamation Recognizing May as Mental Health Month

DATE: MAY 6, 2024
ITEM: VI.F.

Presentation by Jim Manning of Heart and Soul

DATE: MAY 6, 2024
ITEM: VII.A.

ISSUE:

First Reading of **Ordinance #2024-05-20 (A)** to amend Title 7 - Licensing and Regulation, Chapter 2 – Alcoholic Beverages, Section 7-2-1, Alcoholic Beverages on Public Property; Public Consumption; Exemptions, of the City of Conway Municipal Code.

BACKGROUND:

At the April 15, 2024, City Council meeting, Kelli James with the Conway Chamber of Commerce asked City Council to consider amending Section 7-2-1 to allow for the sale of beer in cans at the annual Riverfest celebration. The vendor used by the Chamber is moving away from providing beer in kegs and plans to instead provide the beer for the event in cans. James expressed concern that having to pour the beer from cans into opaque cups added unnecessary expense, inefficiency and waste without any obvious improvement to the event or protection of the public.

During Council input, staff was asked to look at the ordinance and make other recommendations if needed to update the ordinance.

The ordinance as attached hereto makes several changes to improve the dependability of special event offerings to the restaurants that choose to participate in them. The changes will also allow for reduced liability concerns for special event promoters. And finally, the requirement for opaque cups is removed from the ordinance, with the prohibition on glass bottles or containers remaining to limit potential harmful debris.

RECOMMENDATION

Staff recommends approval of the amended ordinance as attached.

ORDINANCE #2024-05-20 (A)

**AMENDING TITLE 7, LICENSING AND REGULATION
CHAPTER 2, ALCHOLIC BEVERAGES ON PUBLIC PROPERTY**

WHEREAS, the CITY of CONWAY has enacted regulations within its Code of Ordinances governing the consumption of alcohol on public property, found in Section 7-2; and

WHEREAS, within this Section, in subparagraph 1, during special events certain exemptions are made to the blanket prohibition against alcohol on public property;

WHEREAS, generally, the consumption of alcohol during special events, has proven to have very little issues associated with it, yet the exemptions section as written has been unwieldy and cumbersome for event promoters and restaurants;

WHEREAS, the ordinance as amended will assist organizations holding special events in the City by removing unnecessary liabilities and red tape from the permitting process, while still maintaining the protection of the public property and the safety of event goers and residents; Therefore be it

ORDAINED, by Conway City Council, in council duly assembled, that Section 7-2-1, Alcoholic Beverages on Public Property; Public Consumption; exemptions, be amended as attached hereto.

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

Barbara Jo Blain, 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: _____

Sec. 7-2-1 - Alcoholic beverages on public property; public consumption; exemptions.

It shall be unlawful for any person to consume or possess in an open container, any alcoholic beverage on any public street, sidewalk, alleyway, park, recreation area, parking lot (whether publicly or privately owned, but generally open to members of the public) within the city, whether such person is in a conveyance or not, except as follows:

(1)

Open containers of alcoholic beverages will be allowed, within a designated area, at special events which have been approved by city ~~council and at which the public sale and consumption of alcoholic beverages have been approved by city council as part of the special event permit application.~~

(2)

The designated area of a special event ~~where open containers of alcoholic beverages will be allowed will be defined by the city. The designated area may~~ shall include all or any portion of the entire special event area and may extend beyond streets closed for the special event.

a.

The sale of alcohol within the designated area of a special event is limited to beer and wine.

b.

Special event vendors offering the sale of beer and wine must be in accordance with such licenses and other requirements as may be imposed by the South Carolina Department of Revenue-Alcoholic Beverage Licensing Division. Appropriate insurance, including liquor liability insurance, showing the city as an additional insured will be required.

c.

Any restaurant with a South Carolina ABC alcohol permit located within the designated area of a special event may sell beer and wine from their property and allow consumers to enter public property/event area with an open container.

d.

No alcohol may be served in glass containers, ~~cans~~ or bottles; ~~only opaque paper or plastic containers, with the exception of Styrofoam or similar polystyrene foam material.~~

Nothing herein shall be intended to conflict or abridge the prohibition of alcohol on public property in the city other than that described in this section.

DATE: MAY 6, 2024
ITEM: VII.B.

ISSUE:

First reading of **Ordinance #2024-05-20 (B)**, an agreement to lease City-owned property located at 163 Busbee (PIN 339-08-02-0001).

BACKGROUND:

The City has acquired many lots in the floodplain through the FEMA buyout program. The use of the land must be restricted in perpetuity to protect and preserve the natural floodplain values, and the land shall be used only for purposes compatible with open space, recreational, or wetlands management practices. Maintenance and upkeep of these properties is also the responsibility of the City.

City Council approved the use of private leases to neighboring property owners. These leases would allow the property owners to use and maintain the FEMA lots for personal use with certain conditions.

The City has received an application for a license to lease a City-owned property acquired through the FEMA buyout program:

Nancy and Ken Land, owners of 161 Sherwood Drive (PIN 339-08-01-0036), have requested to lease 163 Busbee (PIN 339-08-02-0001)

A lease for this property was approved by City Council in October 2022, but the property owner terminated the agreement in August 2023.

RECOMMENDATION:

Approve first reading of **Ordinance #2024-05-20 (B)**, and give the City Administrator authority to enter into signed agreement between the City of Conway and this applicant. This agreement should include an agreement to allow City staff to access the property to maintain the water goat.

ORDINANCE #2024-05-20 (B)

**AN ORDINANCE AUTHORIZING THE LEASE OF CERTAIN REAL PROPERTY IN
THE CITY OF CONWAY**

WHEREAS, the City of Conway has acquired many lots in the floodplain through the FEMA buyout program.

WHEREAS, the use of these FEMA lots must be restricted in perpetuity to protect and preserve the natural floodplain values, and the land shall be used only for purposes compatible with open space, recreational, or wetlands management practices; and,

WHEREAS, City Council approved the use of private leases to neighboring property owners to use and maintain the FEMA lots for personal use with certain conditions and,

WHEREAS, through the FEMA buyout program, the City of Conway acquired certain real property located at 163 Busbee Street being identified as PIN 339-08-02-0001; and,

WHEREAS, the City of Conway has deemed it advisable to lease this property to Nancy and Ken Land; and,

WHEREAS, pursuant to S.C. Code 5-7-40, a municipality may sell, alien, convey or lease property it owns by Ordinance; and,

WHEREAS, as a condition of the lease, the City shall require the property owner to provide the maintenance and upkeep of the property, carry general liability insurance, sign a hold harmless agreement, erect no structures without FEMA approvals and a City of Conway Building Permit; and,

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council, to lease 163 Busbee Street within the City limits of Conway, County of Horry and being identified as PIN 339-08-02-0001 to Nancy and Ken Land.

THIS ORDINANCE shall be effective upon second reading approval thereof.

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

Barbara Jo Blain, Mayor

Larry A. White, Mayor Pro Tem

Amanda Butler, Council Member

William M. Goldfinch IV, Council Member

Julie Ann Hardwick, Council Member

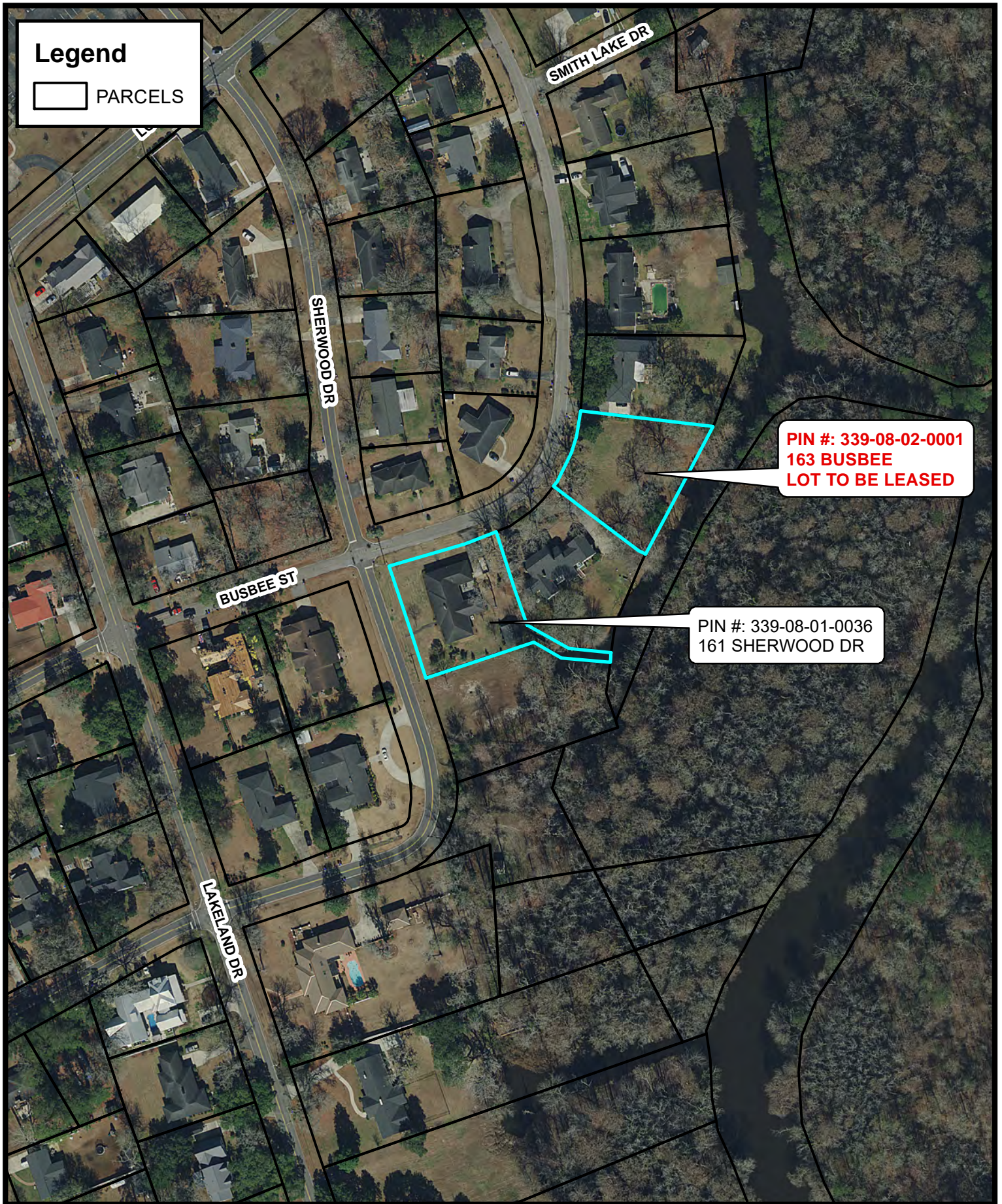
Beth Helms, Council Member

Justin D. Jordan, Council Member

ATTEST: Alicia Shelley, City Clerk

First Reading: _____

Final Reading: _____



DATE: MAY 6, 2024

ITEM: VIII.A.

ISSUE:

Recommendation on selection of firm to provide professional Engineer Design Services for Expansion of City of Conway's Crabtree Greenway.

BACKGROUND:

On February 14, 2024, the City of Conway advertised publicly to select a firm to provide professional Engineer Design Services for Expansion of City of Conway's Crabtree Greenway. This includes design, engineering, and acquisition of easements of the Crabtree Greenway Expansion between Mill Pond Road and El Bethel Road. The project is funded with South Carolina Department of Parks, Recreation and Tourism Grant funds. Proposals were required to be submitted to the City no later than March 26, 2024. Three firms submitted proposals, and firms were ranked based on the following criteria:

- the firm's qualifications and project team submitted. (Maximum 40 Points)
- project approach to providing the professional services requested. Engineer Design Services proposed shall be detailed. (Max. 35 Points)
- demonstrated successful professional project accomplishments for projects of similar technical nature, complexity, and time constraints, and for clients that are similar in size, location, and type to City. (Max. 25 Points)

Firms submitting proposals and their respective scores are listed below (average of scores from review team):

1. Bolton & Menk: 88
2. Greenberg Farrow: 85
3. Rowe: 73

Staff reviewed and scored the submittals in April, and Bolton & Menk scored the highest. Should City Council approve the hiring of Bolton & Menk, the City would enter into negotiations for a contract for services immediately.

RECOMMENDATION:

Staff recommends the selection of Bolton & Menk to provide professional Engineer Design Services for Expansion of City of Conway's Crabtree Greenway, and authorize the City Administrator to enter into contract negotiations.

DATE: MAY 6, 2024

ITEM: VIII.B.

ISSUE:

Recommendation on selection of firm to provide professional Engineer On-Call and Selected Services for City of Conway Departments.

BACKGROUND:

On April 11, 2024, the City of Conway advertised publicly to select firms to provide professional Engineer On-Call and Selected Services for City of Conway Departments. This includes structural/civil design, construction management, plan review, grant assistance and consulting. Proposals were required to be submitted to the City no later than April 26, 2024. Six firms submitted proposals, and firms were ranked based on the following criteria:

- the firm's qualifications and project team submitted. (Max. 20 Points)
- firm location (Max. 15 Points)
- experience with applying for and working on grant funded projects. (Max. 15 Points)
- project approach to providing the professional services requested. Engineer Design Services proposed shall be detailed. (Max. 15 Points)
- demonstrated successful professional project accomplishments for projects of similar technical nature, complexity, and time constraints, and for clients that are similar in size, location, and type to City. (Max. 15 Points)
- hourly rate fee schedule (Max. 10 Points)
- recent, current, and projected workloads (Max. 10 Points)

Firms submitting proposals and their respective scores are listed below (average of scores from review team):

1. AECOM: 91
2. Bolton & Menk: 90
3. Rowe: 89
4. Cranston: 77
5. G3: 69
6. DRG: 64

Staff reviewed and scored the submittals in April, and AECOM scored the highest followed by Bolton & Menk then Rowe. Should City Council approve the hiring of AECOM, Bolton & Menk and Rowe, the City would enter into negotiations for a three-year indefinite delivery contract (IDC) term for services immediately.

RECOMMENDATION:

Staff recommends selection of AECOM, Bolton & Menk and Rowe to provide professional Engineer On-Call and Selected Services for City of Conway Departments and authorize the City Administrator to enter into contract negotiations.

DATE: MAY 6, 2024
ITEM: VIII.C.

ISSUE:

Installation of ADA parking spot along Fourth Ave at 927 Fourth Avenue

BACKGROUND:

A request for an ADA parking spot installation at 927 Fourth Avenue has been submitted to City staff. The requestor was referred to SCDOT due to SC 905/Fourth Ave. are within their right of way, but the request was delayed. The property currently houses a hair salon that serves the elderly on many occasions during the day. The current renter has lost clients due to the lack of ADA parking in the area.

City staff have surveyed the area for an appropriate location but found many concerns instead. There are no ADA sidewalk accesses nearby and would potentially force individuals to go up and over the curb or traverse down/up Fourth Ave presenting a safety concern. Fourth Avenue also has a steep slope that could present another safety issue for those that require walking assistance. There is a driveway entrance adjacent to the property, but this location also presents a safety concern with vehicular traffic entering and exiting the driveway.

New ADA parking, along with a ramp, will be installed in the old Jerry Cox parking lot. This location would be better suited and provide a safe access to Fourth Avenue as new sidewalks have now connected this area to Fourth Avenue. An additional spot would be required in the new parking lot to accommodate the need.

RECOMMENDATION:

City staff recommends not adding an ADA parking spot along Fourth Avenue but adding an additional ADA parking spot to Jerry Cox or refer the renter back to SCDOT.

DATE: MAY 6, 2024

ITEM: VIII.D.

ISSUE:

Approval of name for new subdivision located at the intersection of Hwy 378 and Hemingway Chapel Road, called “*Kingston Preserve*”. (PIN: 369-00-00-0044)

BACKGROUND:

The proposed development is currently being reviewed by the Technical Review Committee. The preliminary plans call for this development to consist of 407 Single-Family lots in a conservation subdivision. The applicant, G3 Engineering, requests to name the proposed subdivision “*Kingston Preserve*” upon plan approval (PIN: 369-00-00-0044).

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 “*Kingston Preserve*” as the name of the proposed development as requested by the applicant.

Kingston Preserve (PIN: 369-00-00-0044)

Proposed single-family development, to be developed as a conservation subdivision, containing 407 single-family lots



© COPYRIGHT G3 ENGINEERING, LLC. ANY USE OF THIS PLAN WHOLE OR IN PART IN ANY FORMAT WITHOUT EXPRESSED WRITTEN CONSENT, OR WITHOUT SIGNATURE AND SEAL, ARE INVALID.

SITE DATA TABLE	
OWNER	WALL TEC LLC
OWNER ADDRESS	8000 BIRD KEY CT MYRTLE BEACH , SC 29579
PIN #	369-00-00-0044
JURISDICTION	CITY OF CONWAY
TOTAL PARCEL	187.88 AC.
ZONING DISTRICT	R1
PROPOSED ZONING*	CONSERVATION SUBDIVISION
PROPOSED USE	SINGLE FAMILY DETACHED

NOTE:
* CONSERVATION SUBDIVISION IS ALLOWED BY-RIGHT UNDER R1 ZONING DISTRICT

PHASE BREAKDOWN	
PHASE 1 LOT COUNT	134 LOTS
PHASE 2 LOT COUNT	140 LOTS
PHASE 3 LOT COUNT	133 LOTS
TOTAL DEVELOPMENT- CONSERVATION SUBDIVISION	407 SINGLE FAMILY UNITS
DEVELOPMENT DENSITY [UN./AC.]	$\frac{407 \text{ UNITS}}{187.88 \text{ AC.}} = 2.17 \left[\frac{\text{UNITS}}{\text{AC.}} \right]$

OPEN SPACE DATA- CONSERVATION SUBDIVISION*		
TOTAL AREA [AC.]	187.88	
REQUIRED OPEN SPACE (CONSERVATION SUBDIVISION) [AC.]	126.23 DEV. ACRES * 0.3 = 37.87 AC.	
PONDS*	TOTAL [AC.]	8.35
	ACCEPTABLE OPEN SPACE (25% ACCOMODATION FOR DOCKS / PIERS / FOUNTAINS) [AC.]	2.09
	UNSUITABLE OPEN SPACE (75% OF POND ACREAGE) [AC.]	6.26
SUITABLE OPEN SPACE- ACTIVE [AC.]	19.58 AC. + 2.09 AC. = 21.67 AC.	
UNSUITABLE OPEN SPACE- PASSIVE [AC.]	24.96 AC. + 6.26 AC. = 31.22 AC.	
TOTAL O.S. PROVIDED [AC.]	52.89 AC.	

NOTE:
* EXCLUDES CONSERVATION AREAS FROM OPEN SPACE CALCULATION

CONSERVATION SUBDIVISION DEVELOPMENT INCENTIVES			
#	PROVISION*	PROVISION QUANTITY	INCENTIVE
	INCENTIVE		
1	30' BUFFER AROUND ALL RIVERS / WETLANDS	9.54 AC.	+9 UNITS
	[+1] ADDITIONAL UNIT PER ACRE OF BUFFER AREA PROVIDED		
2	ADDITIONAL PROVISION OF OPEN SPACE	REQ. OPEN SPACE = 37.87 AC.	+15 UNITS
	[+1] ADDITIONAL DWELLING UNIT FOR EVERY ONE (1) ACRE OF ADDITIONALLY PROVIDED OPEN SPACE GREATER THAN THE REQUIRED 30% OF NET BUILDABLE AREA	PROV. OPEN SPACE = 52.89 AC.	
TOTAL INCENTIVE SUMMARY		(+ 24 ADDITIONAL DWELLING UNITS) 24 ADDTL. + 400 UNITS (R1 SITE YIELD) <u>=424 MAX. UNITS (CONSERVATION SUBDIVISION)</u>	

NOTE:
* ADDITIONAL INCENTIVES ARE AVAILABLE PER THE ORDINANCE.

CONSERVATION SUBDIVISION SUMMARY MATRIX	
PRIMARY CONSERVATION	18.42 AC.
SECONDARY CONSERVATION	25.36 AC.
TOTAL - CONSERVATION AREA	44.08 AC.
MINIMUM REQUIRED OPEN SPACE (30% NET BUILDABLE ACREAGE- R1 PLAN)	37.87 AC.
PROVIDED OPEN SPACE- CONSERVATION SUBDIVISION PLAN	52.89 AC.
ALLOWABLE UNITS - EXISTING R1 STANDARD ZONING PLAN	400 UNITS
DEVELOPMENT INCENTIVE- ALLOWABLE UNIT INCREASE SUMMARY	+24 UNITS 424 UNITS MAXIMUM
TOTAL UNITS- CONSERVATION SUBDIVISION	407 UNITS
MAXIMUM UNITS ALLOWABLE NOT ABUTTING CONSERVATION AREAS (25% OF CONSERVATION SUBDIVISION UNITS)	101 UNITS
NUMBER OF UNITS NOT ABUTTING CONSERVATION AREAS- PROPOSED (LABELED WITH STAR)	88 UNITS

KEY

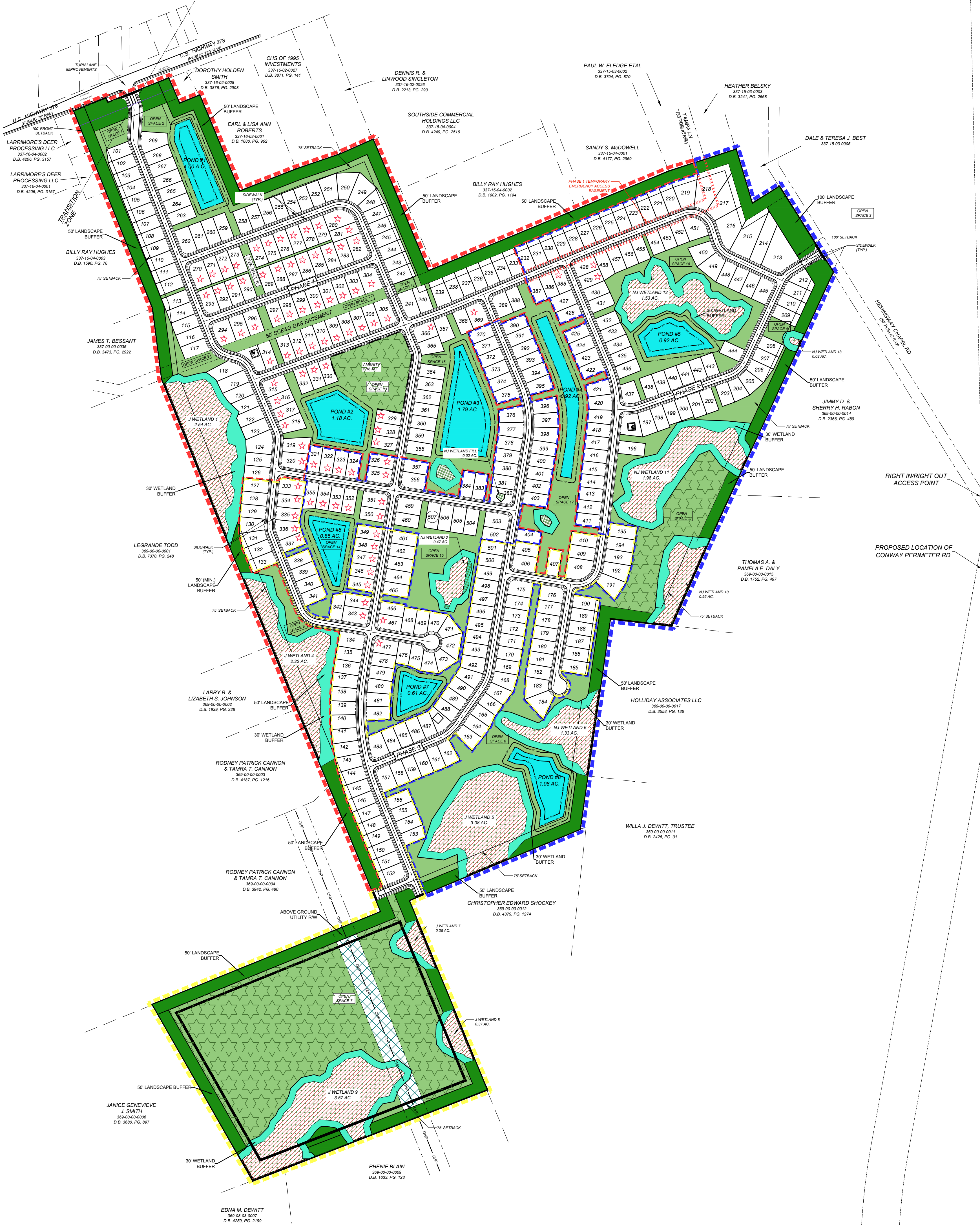
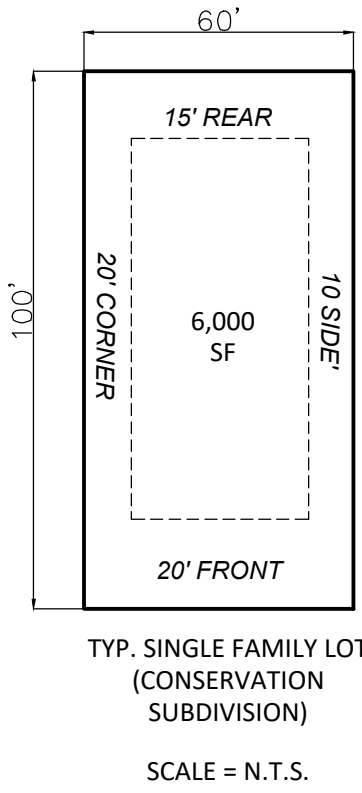
SUITABLE OPEN SPACE- ACTIVE		PRIMARY CONSERVATION AREA	
UNSUITABLE OPEN SPACE- PASSIVE		SECONDARY CONSERVATION AREA	
BUFFER AREA		WETLAND BUFFER	
POND AREA		WETLAND	

CONSERVATION SUBDIVISION REQUIREMENTS	
ALLOWABLE USE	SINGLE FAMILY DETACHED
MIN. LOT SIZE	6,000 S.F. MIN.
MIN. LOT WIDTH	60'
MIN. LOT DEPTH	100'
MAX HEIGHT	40'
SETBACKS*	F=20', S=10', R=15', C=20' 100' (MIN.) FROM ADJACENT RIGHT OF WAY 75' (MIN.) FROM ADJACENT TRACT BOUNDARIES
MIN. ACCESS TO OPEN SPACE	20 FEET
MAXIMUM CONS. SUB. DEVELOPMENT DENSITY	640 SINGLE FAMILY UNITS
MINIMUM OPEN SPACE REQUIRED	126.23 * 0.30 = 37.87 AC.

NOTE:
* ADDITIONAL SETBACKS ARE REQUIRED BUT NOT IMPLEMENTED ON THIS SITE PLAN PER THE ORDINANCE

** MINIMUM OPEN SPACE FOR CONSERVATION SUBDIVISION IS 30% OF NET BUILDABLE AREA OF THE UNDERLYING ZONING DISTRICT (XX.XX AC. X 0.30 = XX.XX AC.)

** FACTOR OF 1.6 BASED UPON THE BY-RIGHT DEVELOPMENT CAPACITY (1.6 X 400 = 640)



NO.	REVISIONS	BY	DATE

PRELIMINARY
NOT FOR CONSTRUCTION

G3 ENGINEERING
P.O. BOX 2666
PAWLEYS ISLAND, SC 29585
PHONE: 843.237.1001
www.G3Engineering.org

PELICAN POINTE
HORRY COUNTY, CONWAY, SOUTH CAROLINA
PREPARED FOR
CONSERVATION SUBDIVISION

SCALE: 1" = 250'

0 125 250 500

DESIGNED: BCT
DRAWN: LGC
APPROVED: DCG
PROJ. NO. 21083
DATE: 2/19/2024

CS

SHEET

SITE DATA TABLE	
OWNER	WALL TEC LLC
OWNER ADDRESS	8000 BIRD KEY CT MYRTLE BEACH, SC 29579
PIN #	369-00-00-0044
JURISDICTION	CITY OF CONWAY
TOTAL PARCEL	187.88 AC.
ZONING DISTRICT	R1
PROPOSED ZONING*	CONSERVATION SUBDIVISION
PROPOSED USE	SINGLE FAMILY DETACHED

NOTE:
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PHASE BREAKDOWN	
PHASE 1 LOT COUNT	134 LOTS
PHASE 2 LOT COUNT	140 LOTS
PHASE 3 LOT COUNT	133 LOTS
TOTAL DEVELOPMENT- CONSERVATION SUBDIVISION	407 SINGLE FAMILY UNITS
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CONSERVATION SUBDIVISION REQUIREMENTS	
ALLOWABLE USE	SINGLE FAMILY DETACHED
MIN. LOT SIZE	6,000 S.F. MIN.
MIN. LOT WIDTH	60'
MIN. LOT DEPTH	100'
MAX HEIGHT	40'
SETBACKS*	F=20', S=10', R=15', C=20'
	100' (MIN.) FROM ADJACENT RIGHT OF WAY
	75' (MIN.) FROM ADJACENT TRACT BOUNDARIES
MIN. ACCESS TO OPEN SPACE	20 FEET
MAXIMUM DEVELOPMENT DENSITY	640 SINGLE FAMILY UNITS
MINIMUM OPEN SPACE REQUIRED	126.23 * 0.30 = 37.87 AC.

NOTE:
* ADDITIONAL SETBACKS ARE REQUIRED BUT NOT IMPLEMENTED ON THIS
SITE PLAN PER THE ORDINANCE

**** MINIMUM OPEN SPACE FOR CONSERVATION SUBDIVISION IS 30% OF NET BUILDABLE AREA OF THE UNDERLYING ZONING DISTRICT (XX.XX AC. X 0.30 = XX.XX AC.)**

** FACTOR OF 1.6 BASED UPON THE BY-RIGHT DEVELOPMENT CAPACITY (1.6 X 400 = 640)

OPEN SPACE DATA- CONSERVATION SUBDIVISION*		
TOTAL AREA [AC.]	187.88	
REQUIRED OPEN SPACE (CONSERVATION SUBDIVISION) [AC.]	126.23 DEV. ACRES * 0.3 = 37.87 AC.	
PONDS*	TOTAL [AC.]	8.35
	ACCEPTABLE OPEN SPACE (25% ACCOMMODATION FOR DOCKS / PIERS / FOUNTAINS) [AC.]	2.09
	UNSUITABLE OPEN SPACE (75% OF POND ACREAGE) [AC.]	6.26
SUITABLE OPEN SPACE- ACTIVE [AC.]	19.58 AC. + 2.09 AC. = 21.67 AC.	
UNSUITABLE OPEN SPACE- PASSIVE [AC.]	24.96 AC. + 6.26 AC. = 31.22 AC.	
TOTAL O.S. PROVIDED [AC.]	52.89 AC.	

PRIMARY CONSERVATION AREAS			
PRIMARY CONSERVATION	KEY	100-YEAR FLOODPLAIN	TOTAL AREA
		RIPARIAN ZONES OF AT LEAST 30 FT WIDTH ON EITHER SIDE ALONG ALL PERINNEAL AND INTERMITTENT STREAMS	--
		RIPARIAN ZONES OF AT LEAST 150 FT WIDTH ON EITHER SIDE OF WACCAMAW RIVER	--
		SLOPES ABOVE 35% OF AT LEAST 5,000 S.F. CONTIGUOUS AREA.	--
		WETLANDS THAT MEET THE DEFINITION USED BY STATE AND/OR FEDERAL REGULATIONS	18.42 AC.
		POPULATIONS OF ENDANGERED OR THREATENED SPECIES, OR HABITAT FOR SUCH SPECIES	--
TOTAL- PRIMARY CONSERVATION AREA			18.42 AC.

SECONDARY CONSERVATION AREAS			
SECONDARY CONSERVATION	KEY	100-YEAR FLOODPLAIN	TOTAL AREA
		IMPORTANT HISTORICAL SITES SUBJECT TO APPROVAL INDICATING THESE STRUCTURES ARE COMPATIBLE WITH THE UDO	--
		EXISTING HEALTHY NATIVE FORESTS OF AT LEAST ONE-ACRE CONTIGUOUS AREA	23.29 AC.
		INDIVIDUAL HEALTHY TREES GREATER THAN 14" D.B.H.	--
		OTHER SIGNIFICANT FEATURES AND SCENIC VIEW SHEDS SUCH AS RIDGE LINES, PEAKS AND ROCK OUTCROPPINGS, PARTICULARLY THOSE THAT CAN BE SEEN FROM PUBLIC ROADS	--
		PRIME AGRICULTURAL LANDS OF AT LEAST FIVE ACRES CONTIGUOUS AREA	--
		EXISTING TRAILS THAT CONNECT THE TRACT TO NEIGHBORING AREAS	--
		ABOVE GROUND UTILITY RIGHT OF WAYS AND SMALL AREAS OF IMPERVIOUS SURFACE*	2.07 AC.
TOTAL- SECONDARY CONSERVATION AREA			25.36 AC.

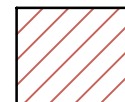
NOTE:
* MAY BE INCLUDED WITHIN THE PROTECTED OPEN SPACE BUT CANNOT BE COUNTED TOWARDS THE 30% MIN. AREA REQUIREMENT (EXCEPTION: HISTORIC STRUCTURES AND EXISTING TRAILS MAY BE COUNTED). LARGE AREAS OF IMPERVIOUS SURFACE SHALL BE EXCLUDED FROM THE OPEN SPACE.

KEY

SUITABLE OPEN SPACE- ACTIVE



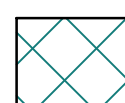
PRIMARY CONSERVATION AREA



UNSUITABLE OPEN SPACE- PASSIVE



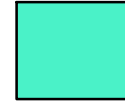
SECONDARY CONSERVATION AREA



BUFFER AREA



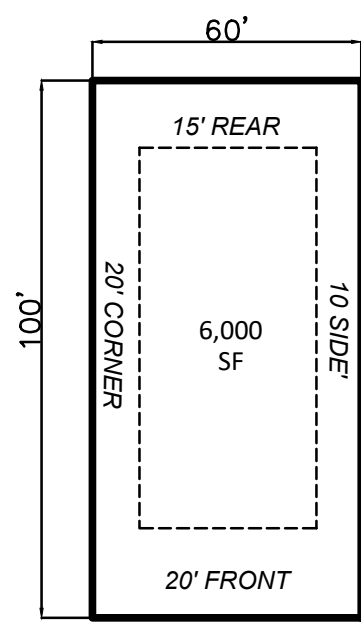
WETLAND BUFFER



POND AREA



WETLAND



P. SINGLE FAMILY
(CONSERVATION
SUBDIVISION)
SCALE = N.T.S.

[illegible]

PRELIMINARY

NOT FOR CONSTRUCTION



P.O. BOX 2666
PAWLEY'S ISLAND, SC 29585
PHONE: 843.237.1001

www.G3Engineering.org

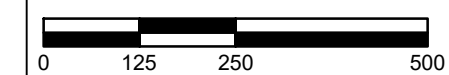
PELICAN POINTE
HORRY COUNTY, CONWAY, SOUTH CAROLINA
PREPARED FOR

PREPARED FOR
Y, CONWAY, SOU

SITE ANALYSIS EXHIBIT (CONSERVATION SUBDIVISION)



SCALE: 1" = 250'



DESIGNED:	BCT
DRAWN:	LGC
APPROVED:	DCG
PROJ. NO.	21083
DATE:	2/19/2024

SA

SHEET

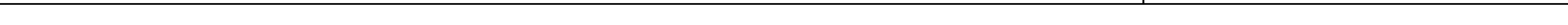
NOTE:
* CONSERVATION SUBDIVISION IS ALLOWED BY-RIGHT UNDER R1 ZONING DISTRICT



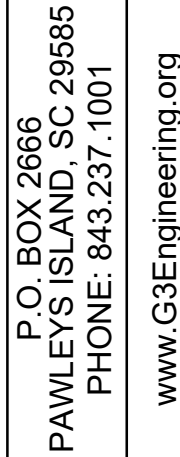
WORLD PLAN

NOTE:
** WETLANDS TO REMAIN UNDER R1 ZONING PLAN

WETLANDS AREA



--	--



—



Age Group	Number of People
0-24	25
25-49	250
50-74	5

cv

SHEET

DATE: MAY 6, 2024
ITEM: VIII.E.

ISSUE:

Approval of name for new subdivision located on East Country Club Drive, called “*Rivers Edge Village*”. (PIN 339-00-00-0023)

BACKGROUND:

The proposed development is currently being reviewed by the Technical Review Committee. The preliminary plans call for this development to consist of 95 Single Family homes.

In November 2023, the applicant, G3 Engineering, originally requested to name the subdivision “*Snow Hill Plantation*”, however that request was not approved by Council, and the applicant was asked to propose a different name. The applicant would like to submit “*Rivers Edge Village*” as the proposed subdivision name upon plan approval (PIN 339-00-00-0023).

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 “*Rivers Edge Village*” as the name of the proposed subdivision as requested by the applicant.

SITE DATA TABLE	
OWNER	SNOWHILL COMPANY
OWNER ADDRESS	P.O. BOX 1605 CONWAY, SC
PIN #	3390000023
JURISDICTION	CITY OF CONWAY
TOTAL PARCEL	469.69 AC.
ZONING DISTRICT	R1
PROPOSED ZONING*	CONSERVATION SUBDIVISION
PROPOSED USE	SINGLE FAMILY DETACHED

NOTE:
* CONSERVATION SUBDIVISION IS ALLOWED BY RIGHT UNDER R1 ZONING DISTRICT

OPEN SPACE SUMMARY	
REQUIRED OPEN SPACE (AC.)	30% BUILDABLE ACREAGE = 21.19 AC.
OPEN SPACE (TOTAL)	54.37 AC.
	10.32 AC. TOTAL
PONDS*	2.58 AC. (25% ACCOMMODATION FOR DOCKS / PIERS/FOUNTAINS)
NET OPEN SPACE AVAILABLE	REQ. OPEN SPACE = 41.47 AC.

NOTE:
* 25% OF PONDS MAY COUNT TOWARDS OPEN SPACE WHEN DOCKS, PIERS OR FOUNTAINS ARE LOCATED WITHIN THE POND.

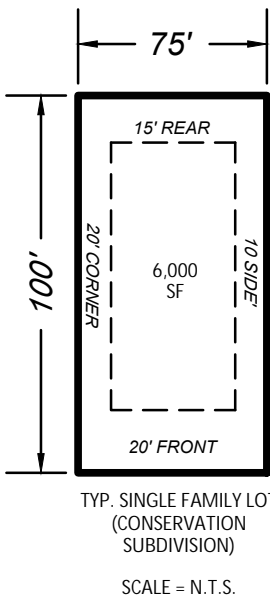
CONSERVATION SUBDIVISION DEVELOPMENT INCENTIVES			
#	PROVISION*	PROVISION QUANTITY	INCENTIVE
1	30' BUFFER AROUND ALL RIVERS / WETLANDS (+1) ADDITIONAL UNIT PER ACRE OF BUFFER AREA PROVIDED	4.90 AC.	4 UNITS
2	ADDITIONAL PROVISION OF OPEN SPACE (+1) ADDITIONAL DWELLING UNIT FOR EVERY ONE (1) ACRE OF ADDITIONALLY PROVIDED OPEN SPACE GREATER THAN THE REQUIRED 30% OF NET BUILDABLE AREA	REQ. OPEN SPACE = 21.19 AC. PROV. OPEN SPACE = 54.37 AC.	33 UNITS
TOTAL INCENTIVE SUMMARY		37 ADDITIONAL DWELLING UNITS	

NOTE:
* ADDITIONAL INCENTIVES ARE AVAILABLE PER THE ORDINANCE.

CONSERVATION SUBDIVISION SUMMARY MATRIX	
PRIMARY CONSERVATION (WETLANDS)	18.07 AC
SECONDARY CONSERVATION	25.36 AC
TOTAL CONSERVATION AREA	44.08 AC
MINIMUM REQUIRED OPEN SPACE (30% NET BUILDABLE ACREAGE - R1 PLAN)	21.19 AC
PROVIDED OPEN SPACE (CONSERVATION SUBDIVISION PLAN)	54.37 AC
ALLOWABLE UNITS - R1 ZONING	186 UNITS
DEVELOPMENT INCENTIVE - ALLOWABLE UNIT INCREASE SUMMARY	+XX UNITS
MAXIMUM UNITS ALLOWABLE NOT ABUTTING CONSERVATION AREAS	
NUMBER OF UNITS NOT ABUTTING CONSERVATION AREAS	1

CONSERVATION SUBDIVISION REQUIREMENTS	
ALLOWABLE USE	SINGLE FAMILY DETACHED
MIN. LOT SIZE	6,000 S.F. MIN.
MIN. LOT WIDTH	60'
MIN. LOT DEPTH	100'
MAX HEIGHT	40'
SETBACKS*	F=20', S=10', R=15', C=20' 100' (MIN.) FROM ADJACENT RIGHT OF WAY 75' (MIN.) FROM ADJACENT TRACT BOUNDARIES
MINIMUM OPEN SPACE REQUIRED**	21.19 AC.
MIN. ACCESS TO OPEN SPACE	20 FEET
MAXIMUM DEVELOPMENT DENSITY	164 SINGLE FAMILY UNITS
MINIMUM OPEN SPACE REQUIRED	30% OF TOTAL PROPOSED UNITS UNDER CONSERVATION SUBDIVISION

NOTE:
* ADDITIONAL SETBACKS ARE REQUIRED BUT NOT IMPLEMENTED ON THIS SITE PLAN PER THE ORDINANCE.
** MINIMUM OPEN SPACE FOR CONSERVATION SUBDIVISION IS 30% OF NET BUILDABLE AREA OF THE UNDERLYING ZONING DISTRICT (XX.XX AC. X 0.30 = XX.XX AC.)
** FACTOR OF 1.6 BASED UPON THE BY-RIGHT DEVELOPMENT CAPACITY (1.6 X 387 = 619.2)



NOTE:
· THIS DEVELOPMENT WILL BE SERVED BY PUBLIC/WATER/SEWER.
· 8' SIDEWALKS SHOWN ON BOTH SIDES OF STREET.
· PRIMARY CONSERVATION AREAS:
· WETLANDS
· 30' RIPARIAN BUFFER

☆ = LOTS NOT DIRECTLY FACING, ABUTTING, OR DIRECTLY ACROSS FROM CONSERVATION LAND.

— = OPEN SPACE CONNECTIVITY

KEY

OPEN SPACE AREA

BUFFER AREA

POND AREA

WETLANDS AREA

PRIMARY CONSERVATION AREA

RIVERS EDGE VILLAGE
HORRY COUNTY, CONWAY, SOUTH CAROLINA

PREPARED FOR
SNOW HILL COMPANY

CONSERVATION SUBDIVISION PLAN

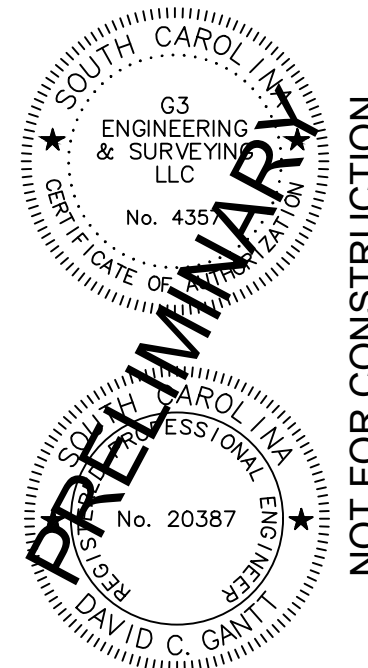


SCALE: 1" = 120'
0 60 120 240

DESIGNED: FHP
DRAWN: BAC
APPROVED: DCG
PROJ. NO.: 22077
DATE: 2/20/2023

SHEET
CS

P.U.P.S
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CALL BEFORE YOU DIG
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& SURVEYING

P.O. BOX 2666
PAWLEYS ISLAND, SC 29585
PHONE: 843.237.1001
www.G3Engineering.org

A diagram of a rectangular building footprint. The overall dimensions are 75' wide and 100' deep. Inside this footprint is a smaller rectangle representing the building's interior, with dimensions 20' REAR, 20' FRONT, 10' SIDE, and 10' SIDE. The area of this interior rectangle is labeled as 7,500 SF.

TYP. SINGLE FAMILY LOT
(R1- ZONING)
SCALE = N.T.S.

BUILDABLE ACREAGE TABLE (R1)	
TOTAL AREA	469.69 AC.
WETLANDS**	18.07 AC.
PROPOSED R/W	6.64 AC.
ALLOWABLE DENSITY	175 SINGLE FAMILY UNITS
NET BUILDABLE AREA	70.66 AC.
REQUIRED OPEN SPACE	1.12 AC.
PROPOSED OPEN SPACE	6.67 AC.

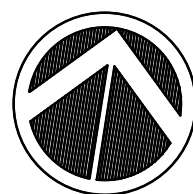
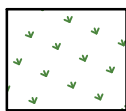
NOTE:
** WETLANDS TO REMAIN UNDER R1 ZONING PLAN



OPEN SPACE AREA

POND AREA

WETLANDS AREA



SCALE: 1" = 120'

DESIGNED:	FHP
DRAWN:	BAC
APPROVED:	DCG
PROJ. NO.	22077
DATE:	2/20/2023

SHEET R1

NOT FOR CONSTRUCTION

G3
**ENGINEERING
& SURVEYING**
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PAWLEY'S ISLAND, SC 29585
PHONE: 843.237.1001
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RIVERS EDGE VILLAGE

HORRY COUNTY, CONWAY, SOUTH CAROLINA

PREPARED FOR

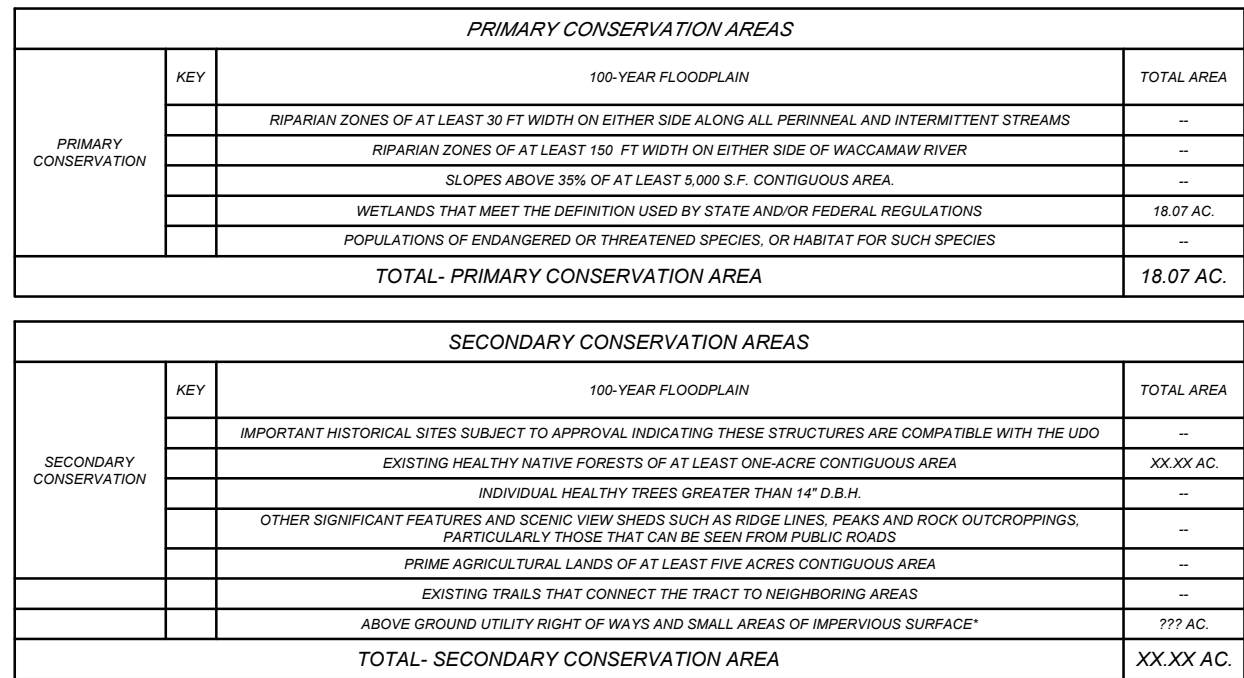
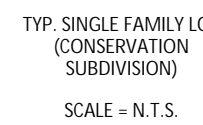
SNOW HILL COMPANY

SITE YIELD PLAN - R1 ZONING

CONSERVATION SUBDIVISION REQUIREMENTS	
ALLOWABLE USE	SINGLE FAMILY DETACHED
MIN. LOT SIZE	6,000 S.F. MIN.
MIN. LOT WIDTH	40'
MIN. LOT DEPTH	100'
MAX HEIGHT	40'
SETBACKS:	F=20'; S=10'; R=15'; C=20' 100' (MIN.) FROM ADJACENT RIGHT OF WAY 75' (MIN.) FROM ADJACENT TRACT BOUNDARIES
MINIMUM OPEN SPACE REQUIRED*	21.19 AC.
MIN. ACCESS TO OPEN SPACE	20 FEET
MAXIMUM DEVELOPMENT DENSITY	164 SINGLE FAMILY UNITS
MINIMUM OPEN SPACE REQUIRED	30% OF TOTAL PROPOSED UNITS UNDER CONSERVATION


OPEN SPACE SUMMARY	
REQUIRED OPEN SPACE (AC.)	30% BUILDABLE ACREAGE = 21.19 AC
OPEN SPACE (TOTAL)	54.37 AC.
PONDS*	10.32 AC. TOTAL 2.58 AC. (29% ACCOMMODATION FOR DOCKS / PIERS/FOUNTAINS)
NET OPEN SPACE AVAILABLE	REQ. OPEN SPACE = 41.47 AC.

NOTE:
* ADDITIONAL INCENTIVES ARE AVAILABLE PER THE ORDINANCE



NOTE:
* MAY BE INCLUDED WITHIN THE PROTECTED OPEN SPACE BUT CANNOT BE COUNTED TOWARDS THE 30% MIN. AREA REQUIREMENT (EXCEPTION: HISTORIC STRUCTURES AND EXISTING TRAILS MAY BE COUNTED).
LARGE AREAS OF IMPERVIOUS SURFACE SHALL BE EXCLUDED FROM THE OPEN SPACE.

WETLANDS AREA



The image contains two circular professional engineer seals for the State of South Carolina. The top seal is for G3 Engineering & Surveying, LLC, with license number No. 4356. The bottom seal is for David C. Cantelmo, with license number No. 20387. Both seals are stamped with a large diagonal 'PRELIMINARY' watermark.

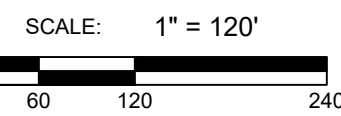
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PAWLEY'S ISLAND, SC 29585
PHONE: 843.237.1001
www.G3Engineering.org

ORRY COUNTY, CONWAY, SOUTH CAROLINA

PREPARED FOR
SNOW HILL COMPANY

SITE ANALYSIS PLAN



DESIGNED:	FHP
DRAWN:	BAC
APPROVED:	DCG
PROJ. NO.	22077
DATE:	2/20/2023

SHEET SA

DATE: MAY 6, 2024

ITEM: VIII.F.

ISSUE:

Approval of name for new subdivision located on Hemingway Chapel Road, called “*Hemingway Chapel Landing*”, located on: PIN: 369-00-00-0021, across from the New Castle subdivision.

BACKGROUND:

The proposed development is currently being reviewed by the Technical Review Committee. The preliminary plans call for this development to consist of 77 Single-Family lots in a conservation subdivision. The applicant, Diamond Shores LLC., requests to name the proposed subdivision “*Hemingway Chapel Landing*” upon plan approval (PIN: 369-00-00-0021).

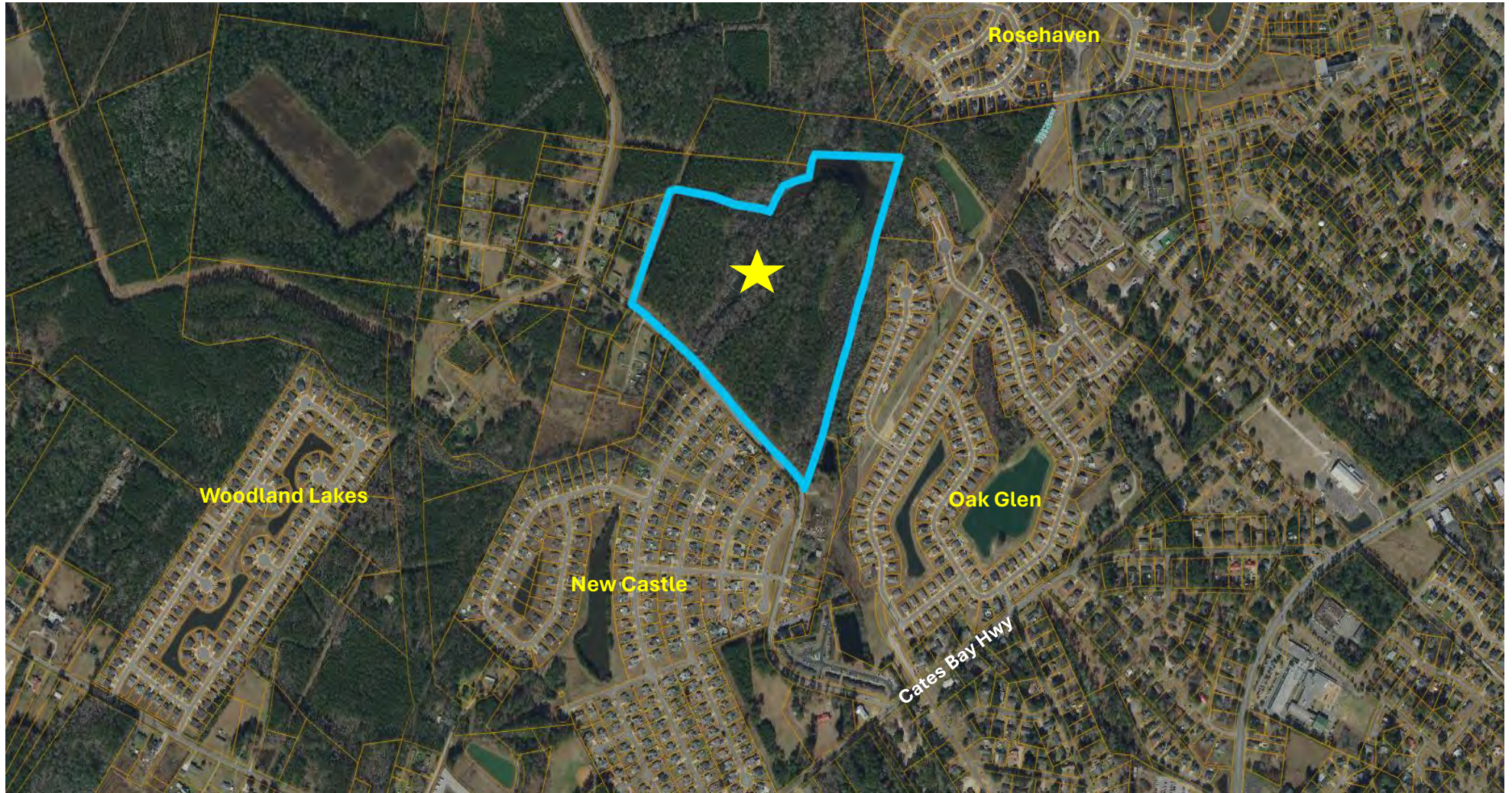
According to *Section 10.3.18* of the *City of Conway Unified Development Ordinance (UDO)*, “all subdivision names must be reviewed and adopted by Conway City Council.”

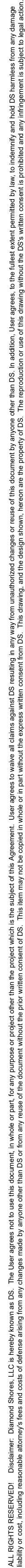
RECOMMENDATION:

Approve “*Hemingway Chapel Landing*” as the name of the proposed development as requested by the applicant.

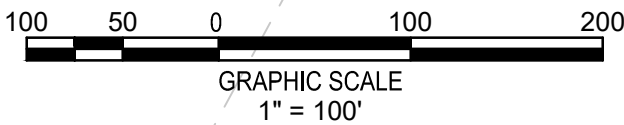
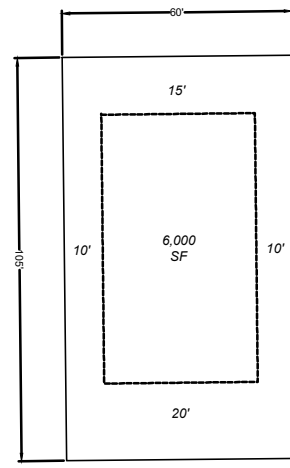
Hemingway Chapel Landing (PIN 369-00-00-0021)

Proposed single-family development, to be developed as a conservation subdivision, containing 77 single-family lots





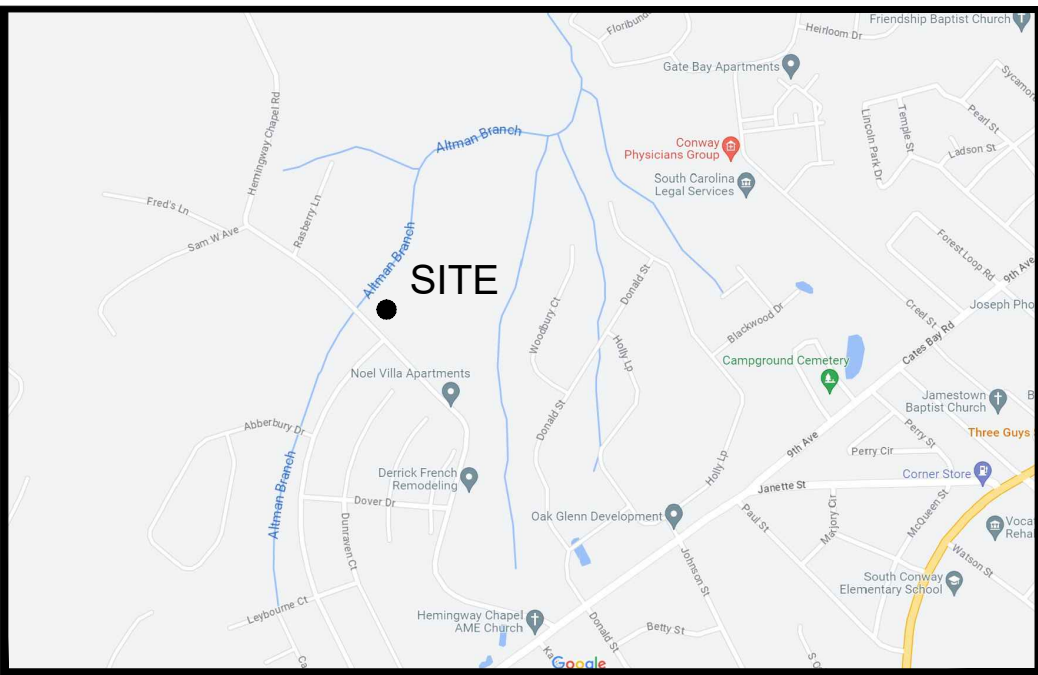
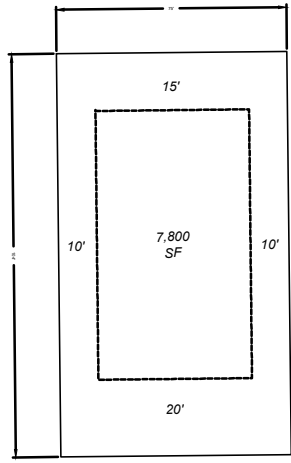
<u>PROJECT DATA TABLE:</u>	
TOTAL PROJECT AREA =	46.43 acres
WETLANDS AREA =	15.88 acres
CONSERVATION OPEN SPACE & BUFFER AREA =	8.12 acres
RECREATIONAL UPLAND OPEN SPACE AREA =	3.16 acres
TOTAL POND AREA =	2.79 acres
ROAD ROW AREA =	4.39 acres
NET BUILDABLE AREA =	12.09 acres
NUMBER OF LOTS =	77
NET DENSITY =	6.37
<u>OPEN SPACE INFORMATION:</u>	
REQUIRED OPEN SPACE AREA = (30% of Net Buildable Area)	3.63 acres
CONSERVATION OPEN SPACE AREA TOTAL = (WETLANDS AND ALL BUFFERS COMBINED)	24.00 acres
RECREATIONAL UPLAND OPEN SPACE AREA =	3.16 acres
POND OPEN SPACE AREA =	2.79 acres
TOTAL OPEN SPACE AREA PROVIDED =	29.95 acres



PROJECT:	
DRAWN BY:	
REVIEWED BY:	



YIELD PLAN PROJECT DATA TABLE:	
TOTAL PROJECT AREA =	46.43 acres
NET BUILDABLE AREA =	22.32 acres
NUMBER OF LOTS =	90
NET DENSITY =	4.03
GROSS DENSITY =	1.93
WETLANDS AREA =	15.88 acres
TOTAL POND AREA =	2.23 acres
ROAD ROW AREA =	6.00 acres
OPEN SPACE INFORMATION:	
REQUIRED OPEN SPACE AREA = (90 x 2.6 x .008 = 1,785.60 sf)	1.87 acres
UPLAND OPEN SPACE AREA =	4.89 acres
POND OPEN SPACE AREA =	2.23 acres
TOTAL OPEN SPACE AREA PROVIDED =	7.12 acres
ACTIVE OPEN SPACE REQUIRED = (50% OF THE TOTAL OPEN SPACE PROVIDED)	0.94 acres
ACTIVE OPEN SPACE PROVIDED = (PONDS 1-3, OPEN SPACE 2 & 9)	3.89 acres



PROJECT: #####

DRAWN BY: ###

REVIEWED BY: #####

NO. 11230

DIAMOND SURVEYING, LLC

NO. 8642

CERTIFICATE OF ADOPTION

NO. 33780

DIAMOND SURVEYING, LLC

NO. 8642

CERTIFICATE OF ADOPTION

PROJECT: #####

DRAWN BY: ###

REVIEWED BY: #####

#####

OF

#####

PREPARED FOR

#####

#####

DATE

BY

DESCRIPTION

REV

#####

DATE

BY

DESCRIPTION

REV

NO. 11230

DIAMOND SURVEYING, LLC

NO. 8642

CERTIFICATE OF ADOPTION

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PROJECT: #####

DRAWN BY: ###

REVIEWED BY: #####

#####

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DESCRIPTION

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DATE

BY

DESCRIPTION

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#####

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DESCRIPTION

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NO. 8642

CERTIFICATE OF ADOPTION

PROJECT: #####

DRAWN BY: ###

REVIEWED BY: #####

#####

DATE

BY

DESCRIPTION

REV

#####

DATE

BY

DESCRIPTION

REV

REV	DESCRIPTION	BY	DATE
1	Initial Design	###	###/###/####
2	Revised Design	###	###/###/####
3	Final Design	###	###/###/####
4	As-Built	###	###/###/####
5	Final As-Built	###	###/###/####

NO. 11230

DIAMOND SURVEYING, LLC

NO. 8642

CERTIFICATE OF ADOPTION

NO. 33780

DIAMOND SURVEYING, LLC

NO. 8642

CERTIFICATE OF ADOPTION

PROJECT: #####

DRAWN BY: ###

REVIEWED BY: #####

#####

DATE

BY

DESCRIPTION

REV

#####

DATE

BY

DESCRIPTION

REV

DATE: MAY 6, 2024

ITEM: VIII.G.

ISSUE:

Request for waiver of sidewalk requirements for the Hemingway Chapel Landing subdivision, a proposed single-family development containing 77 lots, proposed for Hemingway Chapel Rd (PIN 369-00-00-0021).

BACKGROUND:

The applicant, Diamond Shores, requests a waiver of sidewalk requirements for the proposed subdivision, located on Hemingway Chapel Rd.

Section 7.1.2 Complete Streets, of the Unified Development Ordinance (UDO), requires that sidewalks be constructed along the frontage of all properties abutting arterial or local non-residential streets. These sidewalks are required to be a minimum of five (5) feet in width, and a minimum of four (4) inches in thickness. Under the current regulations, 1,700 linear feet (LF) of sidewalk would be required along the frontage of this subdivision on Hemingway Chapel Rd.

If a property owner or developer requests a waiver of the requirement to construct a sidewalk because there is no foreseeable connectivity, the waiver is presented to City Council for consideration. In accordance with this section of the UDO, the exemption of sidewalk requirements can be granted only by City Council. Should the waiver be granted, the property owner and/or developer is required to contribute, in lieu of the sidewalk, an amount equal to the construction cost of the required sidewalk, including any required infrastructure improvements for the sidewalk. The payment is to be used by the City to build or complete pedestrian, bikeway, and/or pathway systems.

Using \$30 per linear foot for labor and construction, the estimate for a payment in lieu of sidewalk construction including the sidewalk, grading, and clearing, is **\$51,000**.

The last development along Hemingway Chapel Rd that was required to sidewalks was the multifamily development – Hemingway Apartments, not far from the subject property, which was approved and constructed in 2020. Other adjacent properties are either not within the city limits or are existing developments that *may* have existed or were approved prior to the requirements for sidewalks to be installed along exterior rights-of-ways.

RECOMMENDATION:

Discuss the request from the applicant for a waiver of sidewalk requirements for the proposed subdivision to be located on Hemingway Chapel Rd and advise staff if the fee in lieu amount of sidewalk construction of **\$51,000** is acceptable.

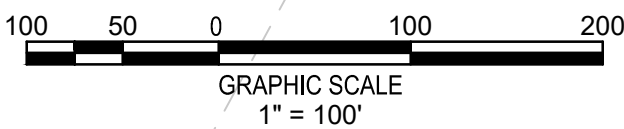
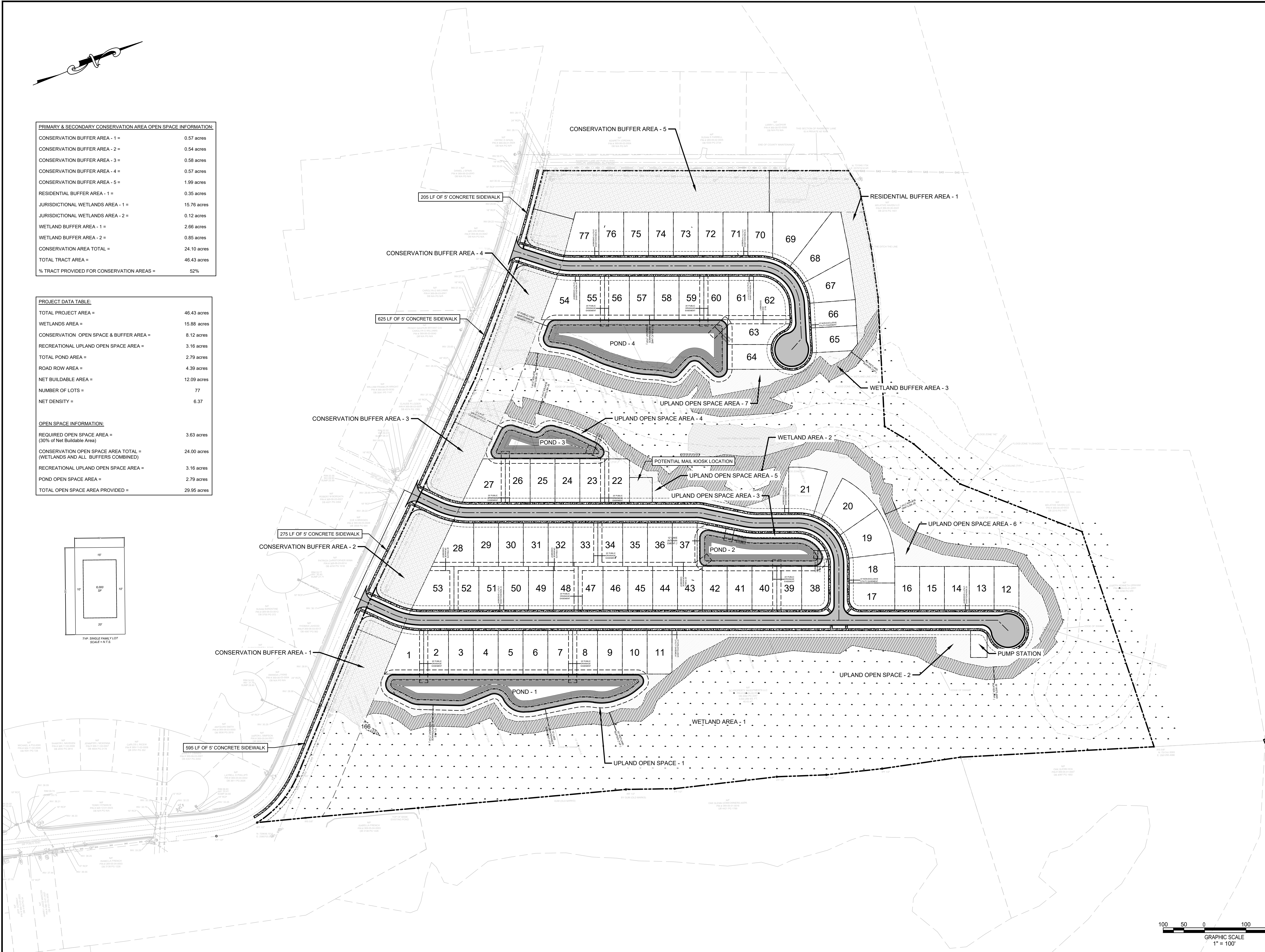
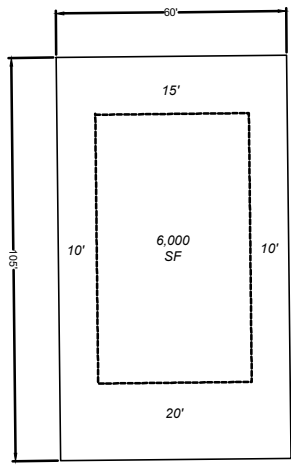


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PRIMARY & SECONDARY CONSERVATION AREA OPEN SPACE INFORMATION:	
CONSERVATION BUFFER AREA - 1 =	0.57 acres
CONSERVATION BUFFER AREA - 2 =	0.54 acres
CONSERVATION BUFFER AREA - 3 =	0.58 acres
CONSERVATION BUFFER AREA - 4 =	0.57 acres
CONSERVATION BUFFER AREA - 5 =	1.99 acres
RESIDENTIAL BUFFER AREA - 1 =	0.35 acres
JURISDICTIONAL WETLANDS AREA - 1 =	15.76 acres
JURISDICTIONAL WETLANDS AREA - 2 =	0.12 acres
WETLAND BUFFER AREA - 1 =	2.66 acres
WETLAND BUFFER AREA - 2 =	0.85 acres
CONSERVATION AREA TOTAL =	24.10 acres
TOTAL TRACT AREA =	46.43 acres
% TRACT PROVIDED FOR CONSERVATION AREAS =	52%

PROJECT DATA TABLE:	
TOTAL PROJECT AREA =	46.43 acres
WETLANDS AREA =	15.88 acres
CONSERVATION OPEN SPACE & BUFFER AREA =	8.12 acres
RECREATIONAL UPLAND OPEN SPACE AREA =	3.16 acres
TOTAL POND AREA =	2.79 acres
ROAD ROW AREA =	4.39 acres
NET BUILDABLE AREA =	12.09 acres
NUMBER OF LOTS =	77
NET DENSITY =	6.37

OPEN SPACE INFORMATION:	
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CONSERVATION OPEN SPACE AREA TOTAL = (WETLANDS AND ALL BUFFERS COMBINED)	24.00 acres
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POND OPEN SPACE AREA =	2.79 acres
TOTAL OPEN SPACE AREA PROVIDED =	29.95 acres

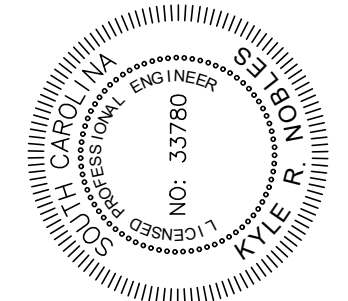
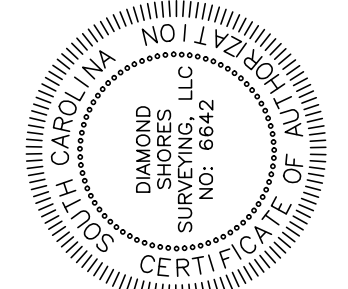


Diamond Shores Surveying, LLC
"BUILDING THE CAROLINAS"

315 MAIN STREET, SUITE 11
CONWAY, SC 29526
843-488-2900
DIAMONDSHORES.NET

CONCEPTUAL MASTER PLAN
OF
HEMINGWAY CHAPEL LANDING
SUBDIVISION
CITY OF CONWAY, SC
PREPARED FOR
DR HORTON, INC.

REV	DESCRIPTION	BY	DATE
1.	REVISED PER CITY PLANNING DEPT REVIEW COMMENTS	T.J.G.	01/12/2024



PROJECT:	
DRAWN BY:	
REVIEWED BY:	



PLANNING & DEVELOPMENT

SIDEWALK WAIVER REQUEST

Address/ PIN:

Hemingway Chapel Road, Conway SC
PIN 369-00-00-0021

Project:

Hemingway Chapel Landing

Contact Name:

Amanda Elliott

Email Address/Telephone Number:

Diamond Shores, LLC Amanda Elliott (aelliott@diamondshores.net) (843) 488-2900 Ext. 501)

Roads / linear footage:

1,700 LF of 5' Concrete Sidewalk

Staff Use Only:

Date Received: _____ Council Meeting Date: _____

BS&A case #: _____