



CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET, CONWAY, SC 29526
MONDAY, JUNE 3, 2024 - 4:00 PM

PLEASE SILENCE ALL ELECTRONIC DEVICES

I. CALL TO ORDER

II. INVOCATION/PLEDGE OF ALLEGIANCE – Rev. Andrew Cooke, First United Pentecostal

III. CONSENT AGENDA

- A. Final Reading of Ordinance #2024-06-03 (A), Fiscal Year 2024-25 Budget, an Ordinance to Levy Taxes and Establish a Municipal Budget for the City of Conway, South Carolina.
- B. Final Reading of Ordinance #2024-06-03 (B), amending Title 1, Chapter 1, Section 1-4-4 Creation of Specific Departments
- C. Final Reading of Ordinance #ZA2024-06-03 (C), to amend Article 6 – Residential Design Standards, of the City of Conway Unified Development Ordinance (UDO), regarding design standards for residential dwellings and dimensional requirements for fee-simple single-family attached dwellings.
- D. Approval of Councilmembers’ Participation in the State Insurance Benefits Program offered by SCPEBA
- E. Approval of May 20, 2024 Council Meeting Minutes

IV. PUBLIC INPUT

V. SPECIAL PRESENTATION

- A. Presentation of Longevity Awards – May 2024 – 5 Years: Chad Hancock, Fire; 5 Years: Koby Avant, Recreation; 10 Years: Kara Gainey, Finance; 20 Years: Shon Doctor, Public Works; 25 Years: Tammy Carter, Police
- B. Proclamation Recognizing Juneteenth
- C. Proclamation Recognizing National Garden Week

“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.”

D. Presentation on Community Resource Center at the Shepherds Table

E. Presentation by Madison Cooper, Coastal Carolinas Association of Realtors

VI. CONSIDERATION

A. Consideration of Awards of 2024-25 Economic Development Grants (Rogers)

B. Consideration of a Special Event –Praise on the Hill – June 15, 2024 (Rogers)

C. Consideration of Agreements to Grant Utility Easements to Dominion Energy (Rogers)

VII. CITY ADMINISTRATOR’S REPORT

VIII. COUNCIL INPUT

IX. WORKSHOP

X. EXECUTIVE SESSION

A. Discussion on Contractual Negotiations Incident to the Development of Riverfront Property [pursuant to SC Code §30-4-70(A) (2)].

B. Discussion on Contractual Negotiations Incident to Property near Racepath Street [pursuant to SC Code §30-4-70(A) (2)].

XI. RECONVENE FROM EXECUTIVE SESSION

XII. POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION

XIII. 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 June 3, 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: JUNE 3, 2024

ITEM: III.A.

ISSUE:

Final reading on the Fiscal Year 2024-25 Budget - Ordinance #2024-06-03 (A) An Ordinance to levy taxes and establish a Municipal Budget for the City of Conway, South Carolina.

BACKGROUND:

A public hearing and first reading was held on May 20, 2024. City Council unanimously approved first reading.

RECOMMENDATION:

Approve final reading of the City of Conway's Fiscal Year 2024-25 Ordinance.

ORDINANCE #2024-06-03 (A)

AN ORDINANCE TO LEVY TAXES AND ESTABLISH A MUNICIPAL BUDGET FOR THE FISCAL YEAR BEGINNING JULY 1, 2024 AND ENDING JUNE 30, 2025

WHEREAS Section 5-7-260(3) of the South Carolina Code, authorizes a municipal council to adopt budgets and levy tax ordinances:

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Conway, South Carolina, in Council duly assembled, and by the authority of the same, that taxes are hereby levied, and revenue estimates and appropriations are hereby established as set forth in the following Municipal Budget Ordinance for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025.

SECTION 1. Municipal Budget. That the prepared General Fund, Enterprise/Public Utility Fund, Street/Drainage Fund, Storm Water Fund, Accommodations Tax Fund, Community Development Fund and Hospitality Fee Fund for Fiscal year 2024-25 and the estimated revenue for payment of same are hereby adopted and by reference made a part hereof as if fully incorporated herein.

SECTION 2. Tax Millage. For the support of general governmental functions of the City, an ad valorem tax of 101.7 mills shall be levied upon all taxable property within the limits of the City for the period July 1, 2024 through June 30, 2025.

SECTION 3. If, for any reason, any clause or provision of this Ordinance shall be declared invalid, such shall not affect the remaining provisions thereof.

SECTION 4. That the passage of this Ordinance shall become effective July 1, 2024.

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

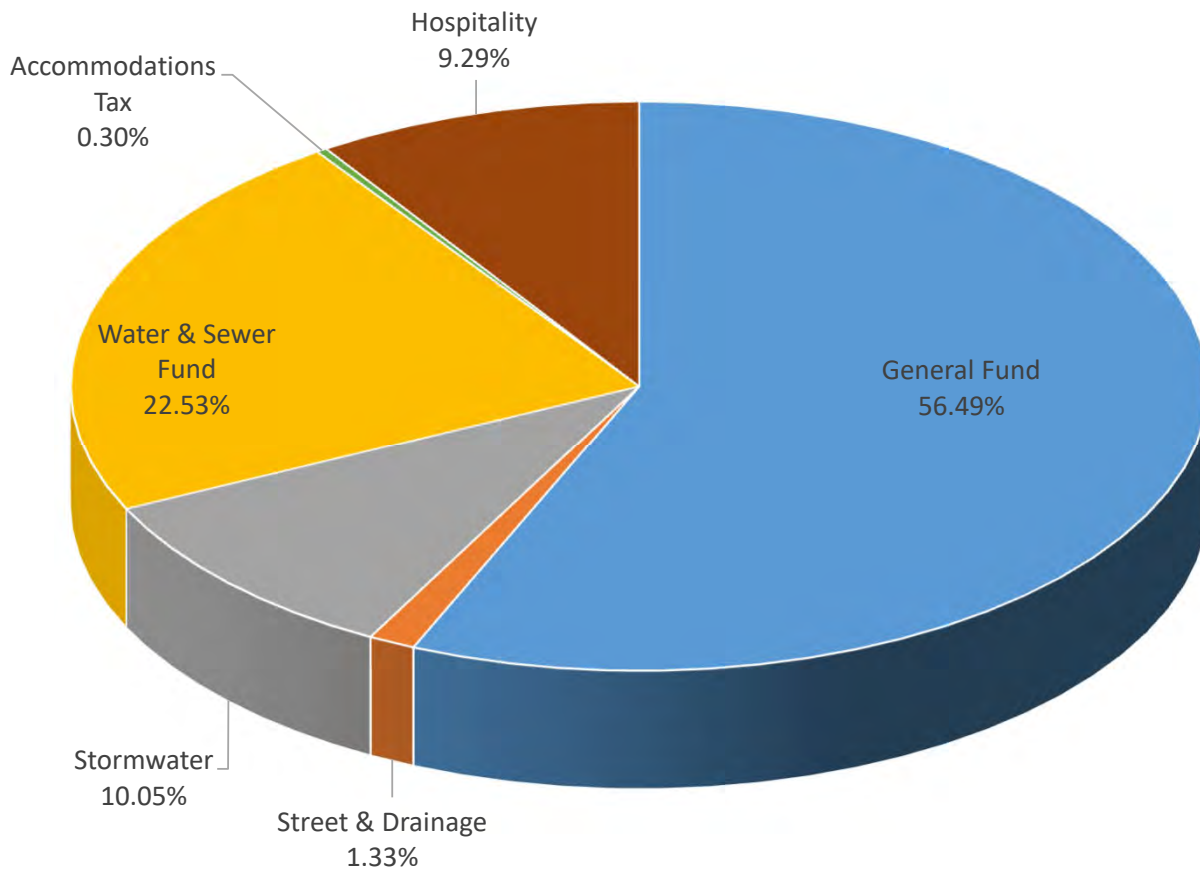
First Reading: _____

Final Reading: _____

City of Conway Budget Highlights

Annual Budget Summary	FY 2024 BUDGET	FY 2024 PROPOSED BUDGET
General Fund	\$ 43,444,616	\$ 48,079,665
Street & Drainage	1,222,000	1,132,500
Stormwater	7,934,287	8,554,065
Water & Sewer Fund	21,314,136	19,176,923
Accommodations Tax	200,000	255,000
Hospitality	3,650,000	7,910,001
Total Budget	\$ 78,035,039	\$ 85,108,154

Fund Budget Summary



Budget Highlights

The FY 24-25 comprehensive budget totals \$85,108,154. This is a 9% increase over the current year's budget.

Proposed Personnel

- Cost of Living salary increase of 3.9% for qualifying employees
- New Personnel
 - 8 - Full-Time Positions
 - 1 – Part-Time Position

Property Tax Increase

Property Tax millage will increase by 16% from 87.7 mills to 101.7 mills. This increase is to cover the necessary Public Safety salary increases. This millage will come back to Council in August once the reassessment information is received from Horry County and the rollback calculation has been made.

Proposed Fees

Solid Waste collection fees, Stormwater fees, and Water and Sewer Rates will increase by the CPI rate of 3.9%.

Operational Fire Permit Fees will range from \$25 - \$100

The Bulk User Rate in Public Utilities will be phased out over the next 3 years. The customers will be notified.

Business License

The current ordinance will be updated to change the definition of a Real Estate Rental Business to anyone receiving income from more than one real property.

General Fund Highlights

The General Fund budget totals \$48,079,665. This is a 10% increase over current year's budget.

Summary of General Fund Revenues

	FY 2024	Proposed		
	Budget	FY 2025	\$	%
	Budget	Budget	Change	Change
Taxes	\$ 10,779,250	\$ 13,000,445	\$ 2,221,195	21%
Licenses & Permits	9,453,200	10,099,450	646,250	7%
Fines & Forfeitures	220,000	220,000	-	0%
Revenue From Other Agencies	724,790	729,790	5,000	1%
Franchises And In-Lieu Of Taxes	1,683,035	1,611,035	(72,000)	-4%
Sales & Service Charges	5,138,880	5,700,000	561,120	11%
Insurance Recovery	10,000	10,000	-	0%
Proceeds from Sale	20,000	20,000	-	0%
Other Revenue	690,768	813,982	123,214	18%
Recreation Center	739,000	863,000	124,000	17%
Grants	9,392,919	6,188,143	(3,204,776)	-34%
Interest	750,600	1,451,000	700,400	93%
Transfers	1,248,747	1,248,747	-	0%
Other Financing Sources	2,593,427	6,124,073	3,530,646	136%
	\$ 43,444,616	\$ 48,079,665	\$ 4,635,049	11%

Summary of General Fund Expenditures

	FY 2024	Proposed		
	Budget	FY 2025	\$	%
	Budget	Budget	Change	Change
Personnel Services	\$ 21,732,973	\$ 25,004,453	\$ 3,271,479	15%
Operating Expenses	15,221,043	13,265,112	(1,955,931)	-13%
Capital Expenses	6,490,600	9,510,100	3,019,500	47%
Total General Fund	\$ 43,444,616	\$ 48,079,665	\$ 4,635,049	11%

Utility Fund Highlights

The Utility Fund budget totals \$19,176,923. This is a 10% decrease over current year's budget.

Summary of Utility Fund Revenues

	FY 2024	Proposed		
	Budget	FY 2025	\$	%
		Budget	Change	Change
Water Revenue	\$ 11,607,923	\$ 12,947,980	\$ 1,340,058	12%
Sewer Revenue	4,514,000	4,842,150	328,150	7%
Miscellaneous	56,000	68,500	12,500	22%
Grant	4,266,480	1,205,888		
Transfer from fund balance	869,734	112,406	(757,328)	-87%
Total Utilites Fund	\$ 21,314,136	\$ 19,176,923	\$ (2,137,212)	-10%

Summary of Utility Fund Expenditures

	FY 2024	Proposed		
	Budget	FY 2025	\$	%
		Budget	Change	Change
Personnel Services	\$ 2,973,018	\$ 3,227,623	\$ 254,605	9%
Operating Expenses	9,445,900	9,529,400	83,500	1%
Capital Expenses	7,860,000	5,675,000	(2,185,000)	-28%
Debt Service	1,035,218	744,900	-	0%
Total Utilites Fund	\$ 21,314,136	\$ 19,176,923	\$ (2,137,212)	-10%

City of Conway Budget Highlights

Fund Revenue Summary		PROPOSED FY 25 BUDGET
GENERAL FUND		
Property Taxes	\$	13,000,445.00
License & Permits		10,099,450.00
Fines & Forfeitures		220,000.00
Intergovernmental		729,790.00
Franchises & In Lieu of Taxes		1,611,035.00
Charges for Services		5,700,000.00
Insurance Recovery		10,000.00
Proceeds From Sale		20,000.00
Other Revenue		813,982.00
Recreation Center		863,000.00
Grants		6,188,143.00
Interest Income		1,451,000.00
Transfers from other Funds		1,248,746.83
Other financing sources		6,124,073.02
Total Revenues	\$	48,079,664.85
STREET AND DRAINAGE		
Road Maintenance Fees from Horry County	\$	700,000.00
Grants (CTC)		432,500.00
Total Revenues	\$	1,132,500.00
STORMWATER DRAINAGE		
Stormwater Revenue	\$	8,554,065.00
ENTERPRISE FUND		
Water Revenue	\$	12,947,980.00
Sewer Revenue		4,842,150.00
Interest Income		25,000.00
Other Miscellaneous Charges		43,500.00
Grants		1,205,887.74
Transfers		112,405.65
Total Revenues	\$	19,176,923.39
ACCOMMODATIONS TAX		
Total Revenues	\$	255,000.00
HOSPITALITY FEE		
Total Revenues	\$	7,910,001.00
TOTAL GOVERNMENT-WIDE REVENUES	\$	85,108,154.24

City of Conway Budget Highlights

Fund Expense Summary	PROPOSED FY 25 BUDGET
GENERAL FUND	
City Council	\$ 271,655.36
Administration	1,999,700.00
Planning	1,318,600.00
Finance	1,262,310.00
Human Resources	390,805.00
Technology Services	836,455
Police	10,358,260.00
Municipal court	436,140.00
Fire	5,335,900.15
Building	1,569,090.00
Street	2,772,450.00
Fleet Maintenance	956,387.34
Hospitality & Beautification	1,747,850.00
Solid Waste	6,758,500.00
Recreation	7,650,900.00
Nondepartmental	4,114,662.00
Debt service	300,000.00
Total Expenditures	\$ 48,079,664.85
STREET & DRAINAGE	
Total Expenditures	\$ 1,132,500.00
STORMWATER DRAINAGE FEE	
Total Expenditures	\$ 8,554,065.00
ENTERPRISE FUND	
Public Utilities	\$ 12,158,123.38
Nondepartmental	6,273,900.00
Debt Service and Transfers	744,900.00
Total Expenditures	\$ 19,176,923.39
ACCOMMODATIONS TAX	
Total Expenditures	\$ 255,000.00
HOSPITALITY FEE	
Total Expenditures	\$ 7,910,001.00
TOTAL GOVERNMENT-WIDE EXPENDITURES	\$ 85,108,154.24

City of Conway Budget Highlights FY 24-25 Capital Summary

Administration

<u>FY 2024-2025</u>		<u>Amount</u>
	Property Acquisition	\$ 250,000
Total		\$ 250,000

Planning

<u>FY 2024-2025</u>	<u>Amount</u>
Total	\$ -

Technology Services

<u>FY 2024-2025</u>		<u>Amount</u>
	Annual Upgrade of City Computers & Software	\$ 60,000
	Replacement Truck IT Support Tech	45,000
	Main Firewall Replacement	25,000
Total		\$ 130,000

Finance

<u>FY 2024-2025</u>	<u>Amount</u>
Total	\$ -

Police

<u>FY 2024-2025</u>		<u>Amount</u>
	8- Replacement Patrol Vehicles (Fully Equipped)	\$ 496,000
	15 - LPRs	40,000
	10 - Surveillance cameras (\$4,000 each)	40,000
	15- Portable Radios - Contingent on Grant Funds	115,000
Total		\$ 691,000

Fire

<u>FY 2024-2025</u>		<u>Amount</u>
	30- Portable Radios - Contingent on Grant Funds	\$ 250,000
Total		\$ 250,000

Construction Services

<u>FY 2024-2025</u>		<u>Amount</u>
	Vehicle Replacement F-150	\$ 55,000
Total		\$ 55,000

City of Conway Budget Highlights FY 24-25 Capital Summary

Street

<u>FY 2024-2025</u>		<u>Amount</u>
Rebudget - Replace 2008 F 750 Flat Bed (S-16)	\$	150,000
Rebudget - Facility Material Storage Bins		150,000
Rebudget - Buidling Improvements - Generator/Shower/Restroom		80,000
University Blvd. Upgrades		50,000
Park View Rd. Upgrades		100,000
Underground Utility Program		10,000
Roads/Sidewalks/Bridges		325,000
Replace 2001 Dynapac Roller (S-33)		120,000
Replace 2003 F250 Service Truck (S-6)		110,000
Additional Sidewalk Maintenance		150,000
TopCon Base Station		110,000
Total	\$	1,355,000

Fleet Maintenance

<u>FY 2024-2025</u>		<u>Amount</u>
Enclose the Wash Rack	\$	30,000
Replace Generator		70,000
Office Upgrades		20,000
Diagnostic Tool Upgrade		35,000
Replace F250		90,000
Total	\$	245,000

Hospitality & Beautification

<u>FY 2024-2025</u>		<u>Amount</u>
	\$	-
Total	\$	-

Solid Waste

<u>FY 2024-2025</u>		<u>Amount</u>
Rebudget - Replace (1) Front Loader	\$	400,000
Rebudget - Add (2) Automated Garbage Truck		800,000
Rebudget - Replace 3 Heating & Cooling Units		35,000
Replace (2) 2020 International Knuckle Boom Trucks		450,000
Replace (2) 2020 Mack Recycle Truck		825,000
Replace 2020 Front Loader		450,000
Total	\$	2,960,000

Recreation

<u>FY 2024-2025</u>		
Rebudget Parking Lot	\$	146,600
Z Turn Lawnmower		18,000
Sports Turf Mower		46,000
Sugg Street Area Acquisition		900,000
Upgrade Oasis parking area		13,500
Crabtree Greenway - Grant Funds		2,400,000
	\$	3,524,100
***Replace Gym Equipment - Paid from Reserve		50,000
	\$	3,574,100
Total		

Total General Fund Capital Requests - FY 24-25

\$ 9,510,100

City of Conway Budget Highlights

FY 24-25 Capital Summary

Street and Drainage Fund

<u>FY 2024-2025</u>		<u>Amount</u>
	Street Patching	\$ 125,000
	Sidewalk Repairs	50,000
	Small Drainage Projects	10,000
	Medium Drainage Projects	25,000
	Surveying	10,000
	Street Resurfacing	912,500
Total		\$ 1,132,500

Stormwater

<u>FY 2024-2025</u>		<u>Amount</u>
	Rebudget - Replace 2008 Chevy Tandem Dump Truck (STW-12)	\$ 250,000
	Rebudget - F550 Truck	85,600
	Replace 2009 F 750 Flatbed (STW-4)	150,000
	Annual Concrete Canal Maintenance	30,000
	Hawthorne Wetland Park	400,000
	Capital Projects Based on Stormwater Master Plan	250,000
	SCOR Grant - McKeithan St. Outfall Upgrades	723,520
	SCIIP Grant - Beaty & Pine St. Outfall Upgrades	3,921,667
	Replace 2008 JD Loader 544 J (STW-14)	300,000
	Excavator	130,000
Total		\$ 6,240,787

Public Utilities

<u>FY 2024-2025</u>		<u>Amount</u>
	Rebudget - Flatbed Truck	\$ 150,000
	Flatbed Truck	150,000
	Maverick	30,000
	Sewer Camera System	170,000
	F350 w/ Service Body	130,000
	(2) Pickup Truck	70,000
	Generator and Pump Storage	75,000
	Water Meters	800,000
	SCADA System	250,000
	Water Line / Additional Fire Hydrant Upgrades	700,000
	Sewer Pump Station Upgrade	1,400,000
	Medlen Parkway Sewer Extension	1,500,000
	Sewer Line / Manhole Rehab	250,000
Total		\$ 5,675,000

City of Conway Budget Highlights

FY 24-25 Capital Summary

Hospitality Fund

<u>FY 2024-2025</u>	<u>Amount</u>
ERF	\$ 125,000
Public Art	50,000
Laurel Street Fountain Plaza	250,000
P&E Riverwalk Exp - Ashponds	150,000
Additional Parking Development Downtown	150,000
P&E Riverwalk Parking	50,000
Replacement of Downtown Sidewalks	100,000
New Playground at New Park Location	250,000
Riverwalk Expansion	1,500,000
Collins Park Pavillions	150,000
Paving at Dog Park	35,000
Town Green	790,000
Rebudget Splash Pad	150,000
Rebudget Laurel St Fountain	250,000
Kingston Ferry	2,000,000
Sidewalks & Irrigation at Riverfront Park	105,000
Total	\$ 6,105,000

DATE: JUNE 3, 2024
ITEM: III.B.

ISSUE:

Final reading of Ordinance #2024-06-03 (B) Amending Title 1, Chapter 1, Section 1-4-4 Creation of Specific Departments

BACKGROUND:

Section 1-4-4 in the City's Code of Ordinances needs to be amended to accurately reflect the City's specific departments in light of the recent promotion and reclassifications approved by Council. The current ordinance specifies the following departments:

- | | |
|-----------------------------|--------------------------------------|
| (1) Administration; | (8) Public Utilities; |
| (2) Finance; | (9) Construction Services |
| (3) Human Resources; | (10) Recreation; |
| (4) Police department; | (11) Planning and Development; |
| (5) Fire rescue department; | (12) Hospitality and Beautification; |
| (6) Public works; | (13) Technology Services; |
| (7) Solid Waste; | (14) Fleet Maintenance |

The attached proposed ordinance would revise this section to include the following departments:

- | | |
|-----------------------------|--------------------------------------|
| (1) Administration; | (9) Construction Services |
| (2) Finance; | (10) Recreation; |
| (3) Human Resources; | (11) Planning and Development; |
| (4) Police department; | (12) Hospitality and Beautification; |
| (5) Fire rescue department; | (13) Technology Services; |
| (6) Public works; | (14) Fleet Maintenance; |
| (7) Solid Waste; | (15) Municipal Court |
| (8) Public Utilities; | |

First Reading was unanimously approved at the May 20, 2024 Council meeting.

RECOMMENDATION:

Approve final reading of Ordinance #2024-06-03 (B).

ORDINANCE #2024-06-03 (B)

**AN ORDINANCE TO AMEND TITLE 1, CHAPTER 1, SECTION 1-4-4
CREATION OF SPECIFIC DEPARTMENTS**

WHEREAS, the Conway City Council has the authority to amend its rules and regulations at any time as it deems proper and necessary; and

WHEREAS, City Council recently approved personnel actions that include changes in the name of an existing City department: Therefore, be it

ORDAINED, by the Conway City Council, in Council duly assembled, that Section 1-4-4 (a) of the Code of Ordinances for the City of Conway be revised to read as follows:

Sec. 1-4-4 - Creation of specific departments.

(a) There are hereby established and created the following departments for the city:

- (1) Administration
- (2) Finance
- (3) Human Resources
- (4) Police Department
- (5) Fire Rescue Department
- (6) Public Works
- (7) Solid Waste
- (8) Public Utilities
- (9) Construction Services
- (10) Recreation
- (11) Planning and Development
- (12) Hospitality and Beautification
- (13) Technology Services
- (14) Fleet Maintenance
- (15) Municipal Court

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

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: JUNE 3, 2024

ITEM: IILC.

ISSUE:

Final Reading of Ordinance #ZA2024-06-03 (C), to amend *Article 6 – Residential Design Standards*, of the *City of Conway Unified Development Ordinance (UDO)*, regarding design standards for residential dwellings and dimensional standards for fee-simple single-family attached (townhome) dwellings.

BACKGROUND:

In 2022 council approved an amendment to *Article 6-Design Standards*. This ordinance implemented residential design standards that are applicable to all residential dwelling types for major residential subdivisions, which came about as a result of growing concerns with small lot subdivision and the quality of housing being constructed within the City. Before the amendment, there were already standards in place for townhome or multifamily developments; however, the 2022 amendment included requirements for single-family detached and duplex dwellings in major developments as well. Staff has found that the current wording of the ordinance has not yielded the quality of product that was intended with the adoption of this ordinance.

Amendment #1: Dimensional Standards for Fee-Simple Single-Family attached (townhomes)

Fee-Simple Townhome Lot Depth Requirements

It has also recently been brought to staff's attention that the requirement of lots zoned Medium-Density Residential (R-2) with minimum lot depths of 120' required leans to a larger lot size being required than necessary for single-family attached dwellings, making it more feasible (financially) for a developer to construct townhome projects as "in-common" verses "fee-simple". This then causes realtors to use comparison pricing for condos (Horizontal Property Regimes HPR) rather than comparison pricing for single-family *attached* homes, and therefore the cost of the townhomes is drastically lower, resulting in a lesser quality product rather than a higher quality product when compared to developments with single-family *detached* dwellings, which tend to have higher price points.

Staff proposes reducing the lot depth to 100' from 120' for fee-simple townhome development in order to provide more opportunities for fee-simple townhome development in the city and more opportunities for home ownership outside of single-family *detached* style homes.

Amendment #2 – Design Standards for single-family detached, duplex, or semi-attached dwellings

Design standards for residential dwellings

Since the adoption of the design standards for single-family detached dwellings, several builders have gotten creative in how they implement these requirements, with some implementing brick on the front in addition to vinyl siding, but then installing a band of fiber cement board across the bottom of each

side of the house. While technically, this does satisfy the language in the ordinance, staff does not believe it satisfies the *intent* of the ordinance.

Staff is requesting to amend *Section 6.2.3-Residential Design Standards* to provide additional language and standards for single-family detached or semi-attached dwellings in major subdivisions, which will include requirements to have additional architectural features on front and side facades, other than façade materials, block diversity plans would be required before any permits for any homes within a development could be issued, and additional requirements for attached garages/carports. A table comparing the current standards with the proposed standards or revisions to current standards is included, as well as a comparison table showing how the city compares to four other cities or towns across the country, including two others in South Carolina.

PLANNING COMMISSION

Planning Commission reviewed three different options, Options A, B, and C, and held the required public hearing on the amendment. Planning Commission recommended approval of Option C, but to exclude minor subdivisions or developments from the requirements.

CITY COUNCIL

City Council approved First Reading at the May 20, 2024 Council meeting.

STAFF RECOMMENDATION:

Staff recommends approval of Final Reading of Ordinance ##ZA2024-06-03 (C).

ORDINANCE#ZA2024-06-03 (C)

AMENDING ARTICLE 6, OF THE CITY OF CONWAY UNIFIED DEVELOPMENT ORDINANCE (UDO) REGARDING DESIGN STANDARDS FOR RESIDENTIAL DWELLINGS AND DIMENSIONAL STANDARDS FOR FEE-SIMPLE SINGLE-FAMILY ATTACHED (TOWNHOME) DWELLINGS.

WHEREAS, pursuant to Title 6, Chapter 29 of the Code of Laws of South Carolina 1976, as Amended known as the “South Carolina Local Government Comprehensive Planning Enabling Act of 1994” enabled the City of Conway to adopt the *Unified Development Ordinance (UDO)* of the City of Conway, South Carolina; and

WHEREAS, *Article 13, Section 13.1.7* of the *UDO* provides that the regulations, restrictions, and boundaries set forth in said Ordinance may from time be amended, supplemented, changed, or repealed in accordance with S.C. State Code § 6-29-760; and

WHEREAS, over the last few years, the City has seen unprecedented growth with increased interest in developing property for single-family detached and fee-simple single-family attached developments in the City limits, as well as in surrounding areas outside the city that may be subject to annexation in the future; and

WHEREAS, Council adopted new Residential Design Standards in 2022 (*Ord. #ZA2020-09-21 (A)*), which derived from concerns with the quality of small lot subdivisions and amended the Residential Design Standards in 2023 to address inconsistencies with lot sizes and general design standards (*Ord. #ZA2023-05-15 (B)*); and

WHEREAS, the previous amendments have not yielded the quality of product that was intended, and having residential design standards is essential to promote good architectural design while protecting and enhancing the aesthetic and visual character of the city while deterring development that is incompatible with the nature and character of existing, surrounding developments; and

WHEREAS, following a review by the Planning Commission and the required public hearing, it has been determined that the *UDO* should be amended regarding design standards for residential dwellings and dimensional standards for fee-simple single-family attached (townhome) dwellings. Therefore, be it

ORDAINED, by Conway City Council, in council duly assembled, that the *UDO* be shall be amended as attached hereto; and be it further

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

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

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: _____

Amendments Table (Current standard vs. Proposed standard)

Current Standard	Proposed Standard or change (as recommended by PC)	Notes / additional recommendations (ordinance provided includes all changes listed below)
<p>Art. 6, Sec. 6.2, Table 6.1: Dimensional Requirements for Residential Zoning Districts</p> <p>R-2 district: Lot Depth: 120'</p>	<p>Art. 6, Sec. 6.2, Table 6.1: Dimensional Requirements for Residential Zoning Districts</p> <p>R-2 district: Lot Depth: 120' / 100'</p> <p>Footnote (add): 4 The min. lot depth for fee-simple, single-family attached (townhome) development in the R-2 district shall be 100 ft. This does not apply to in-common development in the R-2 district, in which the min. lot depth is 120 ft.</p>	<p>No changes to PC recommendation</p>
<p align="center">N/A</p>	<p>Add: 6.2.3, A. Intent</p>	<p align="center">*new section*</p>
<p align="center">N/A</p>	<p>Add: 6.2.3, B. Interpretation</p>	<p align="center">*new section*</p>
<p>6.2.3, A: The design standards contained herein shall be applicable to any residential development, as defined in Section 10.2.2 of the UDO.</p>	<p>6.2.3, C. The design standards contained here shall be applicable to any residential development considered to be a “major” development, as defined in Section 10.2.2.</p>	<p>6.2.3, A. becomes 6.2.3, C. Post PC edit: Removed “of the UDO”</p>
<p>6.2.3, A.1. Exceptions: existing developments, minor developments, neo-traditional developments, as defined in Section 6.2.1 (F), and Accessory Dwelling Units (ADUs), as defined in Section 6.2.1 (G) are exempt from the standards contained herein.</p>	<p>6.2.3, C.1. Exceptions: existing developments (platted prior to adoption of this ordinance), minor developments, neo-traditional developments, as defined in Section 6.2.1 (F), and Accessory Dwelling Units (ADUs), as defined in Section 6.2.1 (G) are exempt from the standards contained herein.</p>	<p>6.2.3, A.1. becomes 6.2.3, C.1 Staff recommends removing “existing developments” and “(platted prior to adoption of this ordinance)” to avoid enforcement issues and make standards applicable at the time of permit submittal.</p>
<p>6.2.3, B.1.c. Additions to existing residential structures with nonconforming exterior surfaces may be allowed to continue the nonconformity with the approval of the Planning Department.</p>	<p>6.2.3, C.2. Additions. Additions to existing residential structures with nonconforming exterior surfaces may be allowed permitted to continue the nonconformity with the approval of the Planning Department.</p>	<p>Moved 6.2.3, B.1.c to 6.2.3, C.2 Replace “allowed” with “permitted”.</p>
<p>6.2.3, B. Single-Family (detached), Duplex, and Duplex (Semi-Attached): 1. Façade Materials. The following materials are permitted on newly constructed residential structures: a. Brick, fiber-cement, hardi-plank, stone, vinyl, or equivalent material, as approved by the Planning Department. A combination of these materials may also be used. b. When vinyl siding is proposed as one of the materials for the façade, the following additional requirements shall apply: i. A combination of no less than two (2) types of materials, as described above, shall be required to be installed the entire width and length of the front and side façades of the structure. Building elevations are subject to staff review and approval.</p>	<p>6.2.3, D. Single-Family (detached), Duplex, and Duplex (Semi-Attached): 1. Façade Materials. The following materials are permitted on newly constructed residential structures: a. Brick, fiber-cement, hardi-plank, stone, vinyl, or equivalent quality material, as approved by the Planning Department. A combination of these materials may also be used is encouraged. b. When vinyl siding is proposed as one of the materials for the façade, the following additional requirements shall apply: i. A combination of no less than two (2) types of materials, as described above, shall be required to be installed the entire width and length of the front and side façades of the structure. Materials shall be diverse in appearance and on scale with the height of the structure. Building elevations are subject to staff review and approval.</p>	<p>6.2.3, B.1.c. deleted (renumbered to 6.2.3, C.2).</p>
<p>6.2.3, B.2. Garages and/or Carports. The following standards are applicable to single-family residential structures that contain garages and/or carports:</p>	<p>6.2.3, D.5. Garages and/or Carports. The following standards are applicable to single-family residential structures that contain garages and/or carports:</p>	<p>Add “Attached” to title of section for consistency.</p>

<p>a. newly constructed garages and/or carports shall have a mix of orientations with the development.</p> <p>b. Garage dominant houses (i.e. snout houses), or those in which the garage and/or carport protrudes past the front façade by more than 10 feet, are prohibited in instances where the garage faces the front yard or street(s).</p>	<p>a. Newly constructed Attached garages and/or carports shall have a mix of orientations within the development.</p> <p>b. Garage dominant houses (i.e. snout houses), or those in which the garage and/or carport protrudes past the front façade by more than 10 feet, are prohibited in instances where the garage faces the front yard or public street(s).</p> <p>c. Front-load garages, or garages facing a public street, shall contain decorative windows or other acceptable decorative / ornamental feature (standard squares on garage doors do not count).</p>	
<p>N/A</p>	<p>Add: 6.2.3, D.2. Block Diversity. All major residential developments shall provide a variety of housing styles and house plans to avoid repetitive facades and building styles within the same development block. A development block within a residential development is defined as the smallest group of residential dwellings surrounded by streets.</p> <p>a. A block diversity plan illustrating lots, building elevations and/or house plans shall be submitted with preliminary plans for major residential developments. A separate block diversity plan may be submitted with a final plat for review; however, no permits shall be issued until the development has an approved block diversity plan.</p> <p>b. Within the same block, no building elevations or mirrored elevation shall be located on either side nor across the street from itself. The following elements may be considered when determining this requirement has been met:</p> <ul style="list-style-type: none"> i. Different façade materials / colors or a combination of different materials and/or colors. ii. Different offsets, recesses or projections are utilized on front building elevations. iii. Variations in roof elevation, roof form, or roof projections (i.e. with or without dormers). iv. Variations in porches and entries and window fenestration (placement, shape, or orientation of windows). 	<p>Post PC recommendations:</p> <p>6.2.3, D.2. Block Diversity. All major residential developments shall provide a variety of housing styles and house plans to avoid repetitive facades and building styles within the same development block. A development block within a residential development is defined as the smallest group of residential dwellings surrounded by streets.</p> <p>a. A block diversity plan illustrating lots, building elevations and/or house plans shall be submitted with preliminary plans for major residential developments. A separate block diversity plan may be submitted with a final plat for review; however, no permits shall be issued until the development has an approved block diversity plan:</p> <ul style="list-style-type: none"> a. Within the same block, no building elevations or mirrored elevation shall be located on either side nor across the street from itself. The following elements may be considered when determining this requirement has been met: <ul style="list-style-type: none"> i. Different façade materials / colors or a combination of different materials and/or colors. ii. Different offsets, recesses or projections are utilized on front building elevations. iii. Variations in roof elevation, roof form, or roof projections (i.e. with or without dormers). iv. Variations in porches and entries and window fenestration (placement, shape, or orientation of windows). b. A block diversity plan illustrating lots, building elevations, and/or house plans shall be submitted at the time of permit application. No permits will be issued until the development has an approved block diversity plan.
<p>NA</p>	<p>Add: 6.2.3, D.3. Architectural Details and Features. In addition to façade material requirements, structures shall contain a minimum of two (2) architectural details on front facades, a minimum of one (1) on side</p>	

	<p>facades, and a minimum of one (1) on rear facades that are visible from public rights-of-way, and which must be provided on building elevations at the time of permit submittal:</p> <ul style="list-style-type: none"> a. Vertical columns or pillars; b. Stonework detailing on columns (if applicable); c. Decorative / ornamental window design (i.e. window trim, recesses, adding bay windows, shutters, grids, etc.); d. Decorative (front) door design; e. Decorative / ornamental garage door design (i.e. glass/windows, carriage hardware, etc.); f. Decorative roofline elements, such as roof brackets or dormers; g. Porch (front) or covered entry features; h. Decorative belly band trim; i. Other decorative ornamentation/feature or design technique that meets the intent of this section, as determined by the Zoning Administrator, or their designee. 	<p>Post PC recommendation:</p> <p>6.2.3, D.3.i. revise “Zoning Administrator, or their designee” to “Planning Department”</p>
<p>6.2.3, C. Townhomes:</p> <p>3. Pathways. A pathway system connecting greenway /open space areas accessible to neighborhood residents and connecting these areas to neighborhood streets and sidewalks shall be constructed.</p>	<p>6.2.3, E. Townhomes:</p> <p>3. Pathways. A pathway system connecting greenway /open space areas accessible to neighborhood residents and connecting these areas to neighborhood streets and sidewalks shall be constructed. Pathways shall also have provisions for perpetual maintenance. Refer to Article 7, Section 7.1.2 for design requirements for pathways.</p>	<p>6.2.3, C. becomes 6.2.3, E.</p> <p>Added requirement for pathways to have perpetual maintenance (in HOA/POA documents).</p>
<p>6.2.3, C. Townhomes:</p> <p>5. Parking</p> <p>b. When parking is to be provided via parking lot style/vehicle use area(s), townhome developments shall adhere to the minimum required and maximum allowed parking standards for an “apartment”, as cited in Table 8.3 and the handicapped accessible parking requirements of Sec. 8.2.3.</p>	<p>6.2.3, E. Townhomes:</p> <p>5. Parking</p> <p>b. When parking is to be provided via parking lot style/vehicle use area(s), townhome developments shall adhere to the minimum required and maximum allowed parking standards for an “apartment”, as cited in Article 8, Table 8.3: Parking Requirements and the handicapped accessible parking requirements of Sec. 8.2.3.</p>	<p>6.2.3, C.5 becomes 6.2.3, E.5.</p> <p>Added wording to provide clarity on where to find standards (for public ease of use)</p>
<p>6.2.2, A. Single-family Detached:</p> <p>“... Minimum roof pitch for a single-story single-family dwelling <u>to be not</u> less than 6:12.”</p>	<p>Relocated from 6.2.2, A:</p> <p>6.2.3, D.9. Roof Pitch. The minimum roof pitch of a single-story dwellings shall not be less than 6:12.</p>	<p>Roof pitch requirement relocated from 6.2.2, A to 6.2.3, D.9.</p>
	<p>Relocated from:</p> <p>6.2.3, D.10. Chimneys located on an exterior elevation of the dwelling unit must extend to the ground and be clad in masonry or same as adjacent materials.</p>	
<p>6.2.2, D. Townhomes:</p> <p>“... Minimum roof pitch for a single-story townhouse dwelling <u>to be not</u> be less than 6:12.”</p>	<p>Relocated from 6.2.2, D.:</p> <p>6.2.3, E.9. Roof Pitch. The minimum roof pitch of a single-story townhouse dwelling shall not be less than 6:12.</p>	<p>Roof pitch requirement relocated from 6.2.2, D. to 6.2.3, E.9.</p>

ARTICLE 6. DESIGN STANDARDS

SECTION 6.2 – Residential Dimensional Requirements, Dwelling Types, & Design Standards

Table 6.1: Dimensional Requirements for Residential Zoning Districts

DIMENSIONAL REQUIREMENT	R	RA	RR	R-1	R-2	R-3	R-4	FA ₃	P ₁
RESIDENTIAL ACREAGE, LOT WIDTH, AND LOT DEPTH REQUIREMENTS									
Minimum lot size, Single-Family Detached (sq. ft.)	10,000	40,000	20,000	7,500	6,000	5,000	5,000	40,000	7,000
Minimum lot size, Duplex (sq. ft.)	N/A	N/A	N/A	N/A	8,400	7,000	N/A	N/A	10,000
Minimum lot size, Duplex Semi-Attached (sq. ft.)	N/A	N/A	N/A	N/A	4,200	3,500	N/A	N/A	7,000
Minimum lot size, Fee-Simple Townhomes (sq. ft.)	N/A	N/A	N/A	N/A	2,160	1,800	1,800	N/A	1,800
Minimum lot size, Multi-Family (sq. ft.)	N/A	N/A	N/A	N/A	6,000	5,000	N/A	N/A	N/A
Minimum lot width, Single-Family Detached (feet) <i>Section 6.1.5</i>	100	200	100	75	50	50	50	200	70
Minimum lot width, Duplex (feet)	N/A	N/A	N/A	N/A	70	70	N/A	N/A	100
Minimum lot width, Duplex Semi-Attached (feet)	N/A	N/A	N/A	N/A	35	35	N/A	N/A	50
Minimum lot width, Fee-Simple Townhomes (feet)	N/A	N/A	N/A	N/A	18	18	18	N/A	18
Minimum lot width, Multi-Family (feet)	N/A	N/A	N/A	N/A	50	50	N/A	N/A	N/A
Lot Depth , min feet	100	200	200	100	120 / 100 ₄	100	100	200	100
Building Height , max feet	40	40	40	40	40	40/65 ₂	40	40	40
BUILDING SETBACKS, RESIDENCES OR OTHER PERMITTED PRINCIPAL BUILDINGS (minimum feet)									
Front Yard	25	50	30	20	15	15	<i>Build-to-Line</i>	50	20
Rear Yard	25	50	30	20	20	20	15	50	15
Side Yard	10	20	15	10	7.5	5	5	20	10
Corner Front – Local St	25	30	20	20	15	10	10	30	15
Corner Front – Arterial St	25	50	30	20	20	15	15	50	25
Footnotes in this table:									
1	Standards contained in Table 6.1 are applicable only residential development in the Professional (P) District. Refer to Table 6.2 for dimensional requirements for commercial/mixed-use development in the P district (ZA2020-09-21 (A))								
2	Multifamily developments in the R-3 district to be developed on (or adjacent to) Hwy 501 Bypass, between Lake Busbee and Carolina Forest Blvd, shall be limited to a 65' height limit above base-floor elevations, subject to applicable fire codes (ZA2023-03-20 (F))								
3	Standards contained in Table 6.1 are applicable only to properties zoned FA that are proposed for single-family residential development (ZA2023-05-15 (B))								
4	The minimum lot depth for fee-simple, single-family attached (townhome) development in the R-2 district shall be 100-ft. This does not apply to in-common development in the R-2 district, in which the min. lot depth is 120-ft.								

6.2.2 Residential Dwelling Types *(the portion being struck-thru will be relocated to Section 6.2.3 – Residential Design Standards)*

- A. **Single-Family Detached:** A one (1) family dwelling that is not attached to any other dwelling by any means and may include an attached garage. ~~Minimum roof pitch for a single-story single-family dwelling to be not less than 6:12.~~
 - B. **Duplex:** A building on a single lot containing two (2) single-family dwelling units that are connected by an unpierced solid common wall extending from ground to roof or an unpierced ceiling and floor extending from exterior wall to exterior wall. ~~Minimum roof pitch for a single-story duplex to be not less than 6:12.~~
 - C. **Duplex Semi-Attached:** A one (1) family dwelling attached to one (1) other one (1) family dwelling by a common fire-resistant vertical wall extending from ground to roof, with each dwelling located on a separate lot. ~~Minimum roof pitch for a single-story duplex semi-attached dwelling to be not less than 6:12.~~
 - D. **Townhomes:** A single-family dwelling in a row of at least three (3) and no more than eight (8) single family dwellings attached by common fire-resistant vertical walls. No unit is located over another unit. These units may be subdivided on fee simple lots or remain in-common. ~~Minimum roof pitch for a single-story townhouse dwelling to be not less than 6:12.~~
-

The following pages include the proposed amendments to Section 6.2.3 – Residential Design Standards

6.2.3 Residential Design Standards

- A. Intent.** Residential design standards are not an attempt to stifle design but are meant to inspire good architectural design while protecting and enhancing the aesthetic and visual character of residential developments within the City of Conway. More specifically, to:
1. avoid monotony in design;
 2. protect and preserve the character of residential areas within the city and permit continued development of a compatible nature on vacant properties that are or will be proposed for residential development within the city limits;
 3. enhance the character and function of city streets;
 4. promote original and high-quality design, and reduce tract or production-style homes;
 5. maintain and enhance property values through appropriate aesthetic and functional design considerations;
 6. deemphasize garages as major visual elements along local residential streets;
 7. encourage design details, which add visual interest and encourage outdoor living spaces; and
 8. implement the city's goals and objectives within the city's comprehensive plan related to providing a mix of housing types and promoting quality site development and design that enhances Conway's sense of place within neighborhoods.
- B. Interpretation.** In their interpretation and application, the provisions of this ordinance shall be held to the minimum requirements necessary to protect and promote economic growth and stability, as well as the aesthetic appeal of the City of Conway.
- C. Applicability.** The design standards contained herein shall be applicable to any residential development considered to be a "*major*" subdivision or development, as defined in Section 10.2.2 of this UDO.
1. **Exceptions:** ~~existing developments~~, minor developments, neo-traditional developments, as defined in Section 6.2.1 (F), and Accessory Dwelling Units (ADUs), as defined in Section 6.2.1 (G) are exempt from the standards contained herein.
 2. **Additions.** Additions to existing residential structures with nonconforming exterior surfaces may be ~~allowed~~ **permitted** to continue the nonconformity with the approval of the Planning Department.
- D. Single-Family (detached), Duplex and Duplex (Semi-Attached):**
1. **Façade materials.** The following materials are permitted on newly constructed residential structures:
 - a. Brick, fiber-cement, hardi-plank, stone, vinyl, or equivalent quality material, as approved by the Planning Department. A combination of these materials ~~may also be used~~ **is encouraged**.
 - b. When vinyl siding is proposed as one of the materials for the façade, the following additional requirements shall apply:
 - i. A combination of no less than two (2) types of materials, as described above, shall be required to be installed the entire width and length of the front and side facades of the structure (See Fig. 2). **Materials shall**

be diverse in appearance and on scale with the height of the structure. Building elevations are subject to staff review and approval.

- c. ~~Additions to existing residential structures with nonconforming exterior surfaces may be allowed to continue the nonconformity with the approval of the Planning Department.~~ (see C.2)



Fig. 1: Garage dominant home with all vinyl siding on all facades



Fig. 2: brick base of same width carried entire length of side of home

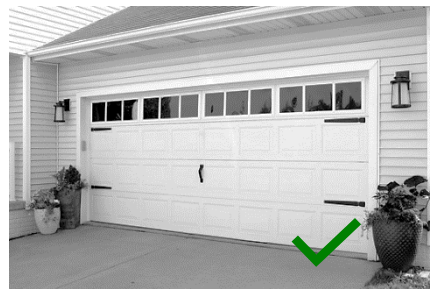


2. **Block Diversity.** All major residential developments shall provide a variety of housing styles and house plans to avoid repetitive facades and building styles within the same development block. A development block within a residential development is defined as the smallest group of residential dwellings surrounded by streets.
 - a. Within the same block, no building elevation or mirrored building elevation shall be located on either side nor across the street from itself. The following elements may be considered when determining this requirement has been met:
 - i. Different façade materials /colors or a combination of different materials and/or colors.
 - ii. Different offsets, recesses or projections are utilized on front building elevations.
 - iii. Variations in roof elevation, roof form, or roof projections (i.e. with or without dormers).
 - iv. Variations in porches and entries, window fenestration (placement, shape, orientation of windows).
 - c. A block diversity plan illustrating lots, building elevations, and/or house plans shall be submitted for review with permit applications. No permits shall be issued until the development has an approved block diversity plan.
3. **Architectural Details and Features.** In addition to façade material requirements, structures shall contain a minimum of two (2) architectural details on front facades, a minimum of one (1) on side facades, and a minimum of one (1) on rear facades that are visible from public rights-of-way, and which must be provided on building elevations at the time of permit submittal:
 - a. Vertical columns or pillars;
 - b. Stonework detailing on columns (if applicable);

- c. Decorative / ornamental window design (i.e. window trim, recesses, adding bay windows, shutters, grids, etc.);
- d. Decorative (front) door design;
- e. Decorative / ornamental garage door design (i.e. glass/windows, carriage hardware, etc.);
- f. Decorative roofline elements, such as roof brackets or dormers;
- g. Porch (front) or covered entry features;
- h. Decorative belly band trim;
- i. Other decorative ornamentation/feature or design technique that meets the intent of this section, with the approval of the Planning Department.

4. **Attached Garages and/or Carports.** The following standards are applicable to single-family residential structures that contain attached garages and/or carports:

- a. Newly constructed Attached garages and/or carports shall have a mix of orientations within the development.
- b. Garage dominant houses (i.e. snout houses), or those in which the garage and/or carport protrudes past the front façade by more than 10 feet, are prohibited in instances where the garage faces the front yard or public street(s).
- c. Front-load garages, or garages facing a public street, shall contain decorative windows or other acceptable decorative / ornamental feature (standard squares on garage doors do not count).



- 6. **Sidewalks.** A sidewalk or walkway, constructed of concrete or decorative pavers, a minimum of three (3) feet in width, shall be installed connecting the front door to the street-front sidewalk or driveway.
- 7. **Overhangs.** A minimum overhang/eave of 12-inches shall be required on all sides of all new single-family construction.
 - a. Applicable building and fire codes shall apply.
- 8. **Shingles.** Where shingles are proposed to be installed, architectural shingles shall be used. Three-tab shingles are prohibited.
- 9. **Roof Pitch.** The minimum roof pitch for single-story dwellings shall not be less than 6:12.
- 10. **Chimneys** located on an exterior elevation of the dwelling must extend to the ground and be clad in masonry or same as adjacent materials.

Amendments in Section 6.2.3 continued below:

E. Townhomes:

1. **Façade Materials.** Buildings shall be constructed of materials consistent with characteristics of the neighborhood. Fiber cement, brick, vinyl siding, hardi-plank shake/shingle or an equivalent quality material as approved by the Planning Department, is required on all exterior surfaces of all structures within the development, including accessory structures.
 - a. There shall be a combination of no less than two (2) of the above listed materials on each façade of the building and must be installed the entire width and length of each façade. The primary material on the front elevation shall also be used on the side and rear elevations.
 - b. Building elevations shall be submitted with the preliminary plan set and must be reviewed and approved by TRC prior to plan approval.
2. **Common Driveways, Parking Areas, Open Space, or other amenities** shall have provisions for perpetual maintenance by the participating property owners.
3. **Pathways.** A pathway system connecting greenway/open space areas accessible to neighborhood residents and connecting these areas to neighborhood streets and sidewalks shall be constructed. *Pathways shall also have provisions for perpetual maintenance. Refer to Article 7, Section 7.1.2 for design requirements for pathways.*
4. **Front Loading Garages.** All units with front-loaded garages shall have garage faces with decorative design treatments to minimize their appearances. Garages for units/buildings located on rear alleys shall be located to the rear of the unit and accessed via alley only.
5. **Parking.**
 - a. Parking for townhomes provided via individual driveways, garages, or a combination of both, shall be required to provide a minimum of two (2) parking spaces for each unit. Such parking shall not impede the sidewalk, drive aisle or encroach into the public right-of-way.
 - b. When parking is to be provided via parking lot style/vehicle use area(s), townhome developments shall adhere to the minimum required and maximum allowed parking standards for an "Apartment", as cited in *Article 8, Table 8.3: Parking Requirements* and the Handicapped Accessible Parking Requirements of Sec. 8.2.3.
6. **Walkways.** A three-foot (3') wide sidewalk or walkway, constructed of concrete or decorative pavers, shall extend from the sidewalk or driveway to the steps, stoop, or porch of all units.
7. **Chimneys** located on an exterior elevation of the dwelling must extend to the ground and be clad in masonry or same as adjacent materials.
8. **Shingles.** Where shingles are proposed to be installed on all residential construction, architectural shingles shall be used. Three-tab shingles are prohibited.
9. **Roof Pitch.** *The minimum roof pitch for a single-story townhouse dwelling shall not be less than 6:12.*

DATE: JUNE 3, 2024
ITEM: III.D.

ISSUE:

Councilmembers participation as active employees in the State Insurance Benefits Program offered by the South Carolina Public Employee Benefit Authority (PEBA).

BACKGROUND:

On March 6, 2024, the PEBA Board of Directors voted unanimously to amend the definition of “Employee” for the purposes of eligibility to participate in the state insurance benefits program. This amendment allows councils of participating counties and municipalities to exercise a one-time, irrevocable option to exclude their councilmembers from the definition of “Employee.”

Councils of currently participating counties and municipalities must submit an addendum to their participation resolution to PEBA no later than July 1, 2024, indicating whether their councilmembers will remain eligible Employees in the state insurance benefits program or if they will be excluded. This election applies to all members of council and is irrevocable for the duration of the City’s period of coverage in the state insurance benefits program. If council elects to exclude councilmembers from coverage, currently enrolled councilmembers will lose all coverage under the state insurance benefits program on the effective date of the addendum.

RECOMMENDATION:

Approval from Council on addendum to employer resolution for participation in the state insurance benefits program (SC PEBA) regarding councilmember coverage.



Addendum to Employer Resolution for Participation in the State Insurance Benefits Program regarding County/Municipality Councilmember Coverage

Complete the form below and submit via mail or email to:

S.C. PEBA

EmployerAudits@peba.sc.gov

Attn: Insurance Employer Audit

202 Arbor Lake Drive

Columbia, SC 29223

As an addendum to the resolution entered into by the _____ (Employer) for
County/Municipality Name

Participation in the State Insurance Benefits Program, the _____ Council of
County/Town/City

_____ (Council) hereby makes the following election regarding the eligibility of
County/Municipality Name

elected members of the Council to participate as active employees in the State Insurance Benefits Program (Program) offered by the South Carolina Public Employee Benefit Authority (PEBA) pursuant to Section 1-11-703 et seq. of the 1976 Code of Laws:

Select one only.

- ☐ Members of the Council will be considered Active Employees of the Employer for the purposes of participation in the State Insurance Benefits Program (*only available if Councilmembers are paid and are eligible for participation in the South Carolina Retirement Systems*); or
- ☐ Members of the Council will **not** be considered Active Employees of the Employer for the purposes of participation in the State Insurance Benefits Program.

In making this election, the Council hereby understands, acknowledges and agrees that:

1. The election made above is a material requirement for participation in the Program established by the PEBA Board of Directors and is irrevocable during the Employer's period of participation in the Program;
2. The election made above applies only to Councilmembers' participation in the Program, and does not affect Councilmembers' participation in the South Carolina Retirement Systems;
3. If the Council has elected to decline coverage, Councilmembers will not be considered Employees of the Employer, as that term is defined in the State Health Plan, for purposes of eligibility and participation in the Program, and will not be eligible for any benefit offered under the Program as an Active Employee by virtue of membership on the Council; service on the Council will not be taken into consideration for eligibility for retiree insurance coverage under

the Program; and the Council and Employer irrevocably waive and disclaim any rights the Employer or its Councilmembers may have regarding Councilmembers' benefits from the Program as a result of their service on the Council after the date of this election; and

4. The election made above will not be effective until it is received in good order and approved by PEBA, and nothing in this election alters any other obligations Employer has to properly and timely administer insurance benefits under the Program for other Employees of the Employer in accordance with the requirements established by PEBA.

IN WITNESS WHEREOF, we have hereunto set our hands and authority at the meeting of the

_____ Council of the _____
County/Town/City County/Municipality Name
County of _____, South Carolina, held at _____
County Location
this _____ day of _____, 20 _____.
Day Month

Signatures of Council Members

A majority must sign.

_____	_____
_____	_____
_____	_____
_____	_____

Certification

I _____, _____ of the aforesaid Employer, hereby certify
Name Title
that the aforesaid Council consists of _____ duly elected members, and that as stated above,
Number
_____ members voted in favor of the above Addendum.
Number

IN WITNESS WHEREOF, I have hereunto set my hand and the authority of the aforesaid Employer.

_____	_____	_____
<small>Signature</small>	<small>Date</small>	<small>Employer Group Number</small>

CITY OF CONWAY
CITY COUNCIL MEETING
CONWAY CITY HALL
229 MAIN STREET, CONWAY
MONDAY, MAY 20, 2024 - 4:00 P.M.

PRESENT: Amanda Butler, William Goldfinch, Julie Hardwick, Beth Helms, Justin Jordan

ABSENT: Mayor Barbara Jo Blain, Mayor Pro Tem Larry White

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; Lynn Smith, Human Resource Director; Rock Rabon, Fleet Maintenance Director; Ashley Smith, Recreation Director; Dale Long, Police Chief; Ted Dudley, Public Utilities Deputy Director; Brandon Harrelson, Public Works Director; Katie Dennis, Planning Concierge; Allison Williams, Finance Director; Kayla Fleming, Municipal Judge; Jessica Hucks, Planning and Development Director; Jason Perzan, Deputy Fire Chief; John Sumter, Administration Summer Intern; Kayla Chiles, Administration Summer Intern; and Alicia Shelley, City Clerk.

OTHERS: Priscilla Fuller, Hillary Howard, Lex Johnson, Ronald Matta, Winifred Parmley, Ella Pressler, Rob Siena, John B. There were approximately 20 others in attendance.

CALL TO ORDER: Goldfinch called the meeting to order. Goldfinch 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.

Jordan arrived and presided over the meeting.

CONSENT AGENDA:

- A. Final Reading of Ordinance #2024-05-20 (B) for approval of an Agreement to Lease City-Owned Property located at 163 Busbee Street.**
- B. Approval of Special Event – Summer Jam Family Night – June 27, 2024**
- C. Approval of a Resolution Recognizing the Waccamaw Sertoma Club for 50 Years**
- D. Approval of May 6, 2024 Council Meeting Minutes**

APPROVAL OF CONSENT AGENDA: **Motion:** Hardwick made a motion, seconded by Butler to approve the May 20, 2024 consent agenda. **Vote:** Unanimous. Motion carried.

PUBLIC INPUT:

- Ron Matta – spoke regarding the Warden Station annexation, sale of the fish market, Council meeting time, acquisition of properties, requested Council to bring in businesses that provide jobs, and he accused Council of taking money from developers.
- Debbie Roberts spoke regarding parking issues at her business on Fourth Avenue.
- Ella Pressler spoke regarding the stormwater issues in Ivy Glen. Emrick stated that Harrelson would give Council an update on Ivy Glen at a later time.
- Winifred Parmley said that she lives at the back of Smith Jones and requested that the city provide an entrance for the 6 homeowners without having to go through the park.

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

SPECIAL PRESENTATION:

- A. Presentation of Employee of the Month for May 2024 – Public Works** – T. Williams presented the May Employee of the Month award to Paivi Seenath, Hospitality and Beautification Department.
- B. Proclamation Recognizing National Gun Violence Awareness Day** – Goldfinch presented the National Gun Violence Awareness Day Proclamation to Marcelle Ross, Moms Demand Action and the others present from the organization.
- C. Proclamation Recognizing National Safe Boater Week** – Butler presented the National Safe Boater Week Proclamation to the Grand Strand Coast Guard Auxiliary members that were present.
- D. Presentation of a Resolution Recognizing the Waccamaw Sertoma Club for 50 Years** – Hardwick presented the Resolution recognizing the Waccamaw Sertoma Club for 50 years of service to the City of Conway to the Sertoma Club members that were present at the meeting.
- E. Discussion of State Insurance Benefits Program (SCPEBA) regarding County/Municipality Councilmember Coverage** – L. Smith said that on March 6, 2024, the PEBA Board of Directors voted unanimously to amend the definition of “Employee” for the purposes of eligibility to participate in the state insurance benefits program. Councils of currently participating counties and municipalities must submit an addendum to their participation resolution to PEBA no later than July 1, 2024, indicating whether their councilmembers will remain eligible employees in the state insurance benefits program or if they will be excluded. This election applies to all members of council and is irrevocable for the duration of the City’s period of coverage in the state insurance benefits program. If council elects to exclude councilmembers from coverage, currently enrolled councilmembers will lose all coverage under the state insurance benefits program on the effective date of the addendum.

Goldfinch had concerns, asked for more information, and the matter was deferred until a later date.

- F. Special Presentation of a request to annex approximately 11.22 acres of property located on Highway 501, past the intersection of Wild Wing Blvd and Highway 501, (PIN 383-00-00-0323) and rezone from the Horry County Highway Commercial (HC) district to the City of Conway Highway Commercial (HC) district.** Hucks said that last month, the applicant submitted an annexation and rezoning application for the subject property, which is located a little past the intersection of Wild Wing Blvd, and on the left side of Highway 501 heading toward the beach. Last year, the adjacent property was annexed into the city as HC, for development of 2 fast food chains. Properties on either side are already within the city limits, making this property a donut hole, requiring annexation to connect to city utilities at the time any development is proposed. The property is currently zoned HC in the county's jurisdiction, and the requested zoning classification, if annexed, is also HC. The city's future land use map also identifies the property as HC. Planning Commission will hold a public hearing on the request at their next meeting, on June 6.
- G. Special Presentation of a request to rezone approximately 3.31 acres of property located at 695 Century Circle (PIN 383-06-03-0005) from the City of Conway Planned Development (PD) district to the City of Conway Light Industrial (LI) district.** Hucks said that this property is located on Century Circle, inside the Atlantic Center Industrial Park. A majority of the properties within the Atlantic Center are in the County's jurisdiction and zoned Planned Unit Development, or PUD, which is the older version of the Planned Development District. This property was annexed in 2006 as a Planned Development, as that was the property's zoning in the county as part of the Atlantic Center Planned Development. Further, the property was not developed at the time of annexation. In addition to the zoning, the property is also subject to Protective Covenants and Easements that, among other things, outlines the permitted and prohibited uses. The ordinance for the Planned Development also mirrors the protective covenants for the Atlantic Center, which lists the permitted and prohibited uses. In July 2022, staff received a request for a zoning determination letter, in which the Zoning Administrator responded to, stating that the proposed use of the property – H&E Equipment Services, would not be a permitted use based on the PD documents and the protective covenants for the property. Following this, there were discussions as to whether the proposed use could be permitted with the approval of the Property Owner's Association or if the original developer would have to lift the restriction. By August of 2022, a determination was made that the use could be permitted with approval from the Atlantic Center Property Owner's Association. Subsequently, a letter from the POA was provided by the owner approving the use with conditions that were later satisfied, giving the property owner approval to move forward with permitting. It wasn't until a Certificate of Occupancy for the building was requested a couple of months ago, that current staff realized the zoning of the property did not permit the use that had been constructed on the site, and regardless of the approval from the Property Owner's Association, it did not change the permitted or prohibited uses for the property, per the Planned Development district ordinance at the time the property was annexed, which mirrored the protective covenants for the Atlantic Center. Though the Certificate of Occupancy was granted, the use that exists is considered legal nonconforming, even though the use was recently created. Under the current ordinance, a legal nonconforming use cannot be expanded outside the current building footprint and if the current use were to cease operation or the building were to be vacated, the use could not be re-established after 180 days. Aside

from that, a Planned Development District is required to consist of a mixture of uses, including different residential dwelling types, different densities, as well as commercial uses. A single use Planned Development does not meet the intent of a Planned Development District. Therefore, staff reached out to the property owner detailing this concern and proposed to rezone the property to the Light Industrial (LI) district, which in turn would permit the use already established on the property. This is why the city is listed as the designated agent for the rezoning request. 6 other properties within the Atlantic Center are in the city limits, with 5 of them zoned Light Industrial. The other property, directly beside the subject property, is zoned Institutional. Regardless of the property's zoning, all properties within the Atlantic Center will continue to be subject to the Protective covenants for the Atlantic Center Industrial Park. Hucks said that Planning Commission will consider this request at their June 6 meeting.

FINAL READING:

Final 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 stated that this request came to Council at the last meeting for first reading as a request from the Conway Chamber of Commerce as it relates to the Riverfest celebration. The Ordinance in question currently reads, “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.” This Ordinance has been requested by the Chamber to remove the prohibition of cans as their new supplier for the festival is not using kegs and the beer will now be in cans, which will eliminate some of the waste. There have not been any instances that come to mind since this ordinance has been in place, and staff has added a couple of other changes that have been suggested by Council in the last couple of years as it relates to special event permits being pulled in the city. Emrick said that the Ordinance has not changed since first reading.

Goldfinch stated that he wanted to clarify that this request is not a consumption zone and is only allowed during special events for the patrons to have canned beer instead of beer in a cup for the efficiency of the non-profit organizations. Emrick said yes.

Motion: Hardwick made a motion, seconded by Helms, to approve final reading of Ordinance #2024-05-20 (A). **Vote:** Unanimous. Motion carried.

PUBLIC HEARING AND FIRST READING

Public Hearing and First Reading of Ordinance #2024-06-03 (A), Fiscal Year 2024-25 Budget, an Ordinance to Levy Taxes and Establish a Municipal Budget for the City of Conway, South Carolina. A. Williams gave the budget highlights and stated that the FY 24-25 comprehensive budget totals \$85,108,154. This is a 9% increase over the current year's budget. This includes a cost-of-living salary increase of 3.9% for qualifying employees, 8 full-time positions and 1 part-time position. The Property Tax millage will increase by 16% from 87.7 mills to 101.7 mills, and this increase is to cover the necessary Public Safety salary increases. This millage will come back to Council in August once the reassessment information is received from Horry County and the rollback calculation has been made. Solid Waste collection fees, Stormwater fees, and Water and Sewer rates will increase by the CPI rate of 3.9%. Operational

fire permit fees will range from \$25-\$100. The bulk user rate in Public Utilities will be phased out over the next 3 years and the customers will be notified. The current business license ordinance will be updated to change the definition of a real estate rental business to anyone receiving income from more than one real property.

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

Goldfinch explained the need for raising taxes saying that in order to pay employees as costs go up, taxes must increase. Goldfinch said that as property values go up, property taxes would go up as well. Goldfinch also said that it is a reassessment year for Horry County and the city has to roll back that millage so that the reassessment is revenue neutral to the city.

Motion: Goldfinch made a motion, seconded by Butler to approve first reading of Ordinance #2024-06-03 (A). **Vote:** Unanimous. Motion carried.

FIRST READING

- A. First Reading of Ordinance #2024-06-03 (B), amending Title 1, Chapter 1, Section 1-4-4 Creation of Specific Departments.** A Williams said that this request was to amend the ordinance to include the Municipal Court as its own department.

Motion: Jordan made a motion, seconded by Helms to approve first reading of Ordinance #2024-06-03 (B). **Vote:** Unanimous. Motion carried.

- B. First Reading of Ordinance #ZA2024-06-03 (C), to amend Article 6 – Residential Design Standards, of the City of Conway Unified Development Ordinance (UDO), regarding design standards for residential dwellings and dimensional requirements for fee-simple single-family attached dwellings.** Hucks stated that these amendments were discussed in detail during the workshop at the last council meeting. The residential design standards of the UDO have been amended twice before, with the design standards specific to single-family development initially adopted in 2022. In 2023, the design standards were amended to include other elements relative to Article 6, but also to strengthen the language that had been previously adopted regarding the materials for the front and side facades of a single-family structure. This amendment includes additional design standard requirements for major subdivisions, including block diversity requirements, the requirement to include additional architectural features on the front and side facades, additional requirements for garages facing a public street, and finally, an amendment to the minimum lot depth requirements for fee-simple townhome lots. Since the workshop, staff has made a few tweaks, just to add clarity, including the addition of pictures, showing what met requirements and what did not, and staff revised block diversity requirements regarding when a block diversity plan would be required. Rather than requiring a block diversity plan during preliminary plan review, the plan would be required before the first permit could be issued within a development, as a developer is almost always not the same as the homebuilder, so requiring it so early on would be almost impossible to enforce. Finally, the design standards as currently implemented and as proposed will be applicable at the time of permit submittal, so all major developments must comply, regardless of when they were approved. Given the number of developments being reviewed, it would be very difficult for

staff to determine when developments were approved. When compared to other places that had block diversity requirements, there were no exemptions that staff could find for major developments that were approved prior to adoption of the standards. A development could be approved, and lots could be platted for several years before a home is constructed so requiring the design standards to be applicable at the time of permit submittal only makes sense. Hucks said that in the PowerPoint, she included some pictures of homes within the city limits, some of which do meet the requirements, and some that do not. For the ones that do not, the largest reason they do not comply with the current standards is 1 – they pre-date the design standards adopted in 2022, but 2 – there is no secondary material, or the secondary material does not extend to the sides of the structure. Hucks said that Planning Commission recommended approval of the design standards that are proposed for first reading at their April 11 meeting.

Hardwick asked if this Ordinance is passed, will the new subdivisions have to use these design standards. Hucks said yes.

Motion: Hardwick made a motion, seconded by Goldfinch to approve first reading of Ordinance #2024-06-03 (C). **Vote:** Unanimous. Motion carried.

CONSIDERATION:

Consideration of a Special Event – Juneteenth Soul Food Festival – June 15, 2024 – Rogers stated that this request was from Go Get Your You Foundation for the 4th Annual Juneteenth Soul Food Festival at 1303 Fourth Avenue, Caribbean Jerk Cuisine and across the street at 1307 Fourth Avenue on June 15 from 11:30 a.m. until 8:00 p.m. The event will feature food vendors, retail vendors, bounce houses, Gullah storytellers, raffles, and veteran service.

Butler asked for the staff's input. Rogers said that there were issues in the past with the applicant regarding the Economic Development Grant, but not with special events.

Motion: Goldfinch made a motion, seconded by Hardwick, to approve the special event application for the Juneteenth Soul Food Festival. **Vote:** Unanimous. Motion carried.

CITY ADMINISTRATOR'S REPORT:

Emrick informed Council of the following:

- Keep Conway Beautiful held their annual Spring Cleanup Day this past Saturday. Dozens of staff volunteered their day off to help keep our city litter free.
- On Tuesday, May 28 at 4 pm, the Mayor's Youth Advisory Council will meet in Council Chambers and hold a public meeting in the same format as a City Council meeting. This will be the final meeting for the Council for the year and the final meeting for the seniors that sit on the Council.
- Emrick said that he, along with John and Mary Catherine attended the South Carolina Community Development Association meeting in Rock Hill two weeks ago. The meeting was informative and gave some great ideas for Conway. Like with most meetings, the biggest benefit was getting to see how other cities operate and the successes that they have

enjoyed. Rock Hill's commitment to Sports Tourism is unmatched. Amazing facilities and they have generated a large investment in their former textile mill buildings.

- Smith Jones Park opens for the season this Saturday.
- Conway High School's graduation is a week from tomorrow.
- Mark your calendars to celebrate the renovations of the parking lot behind Jerry Cox for June 7 at 10 a.m.
- Emrick encouraged all to peek at the Riverwalk Expansion.
- Staff have a holiday planning meeting this week. It's going to be the biggest Halloween and Christmas yet. Some amazing things are in the works.
- Emrick said that there is not a Workshop tonight, but before Executive Session, there are department head reports from Lynn Smith in HR and Brandon Harrelson in Public Works.

Human Resources Department – L. Smith reported the following:

Events since the last HR report to council on October 16, 2023:

- October – Minion Monday treats for employees.
- November - Thankful Thursday treats for employees.
- Participated in Untied to Read on November 7, 2023 at Pee Dee Elementary School.
- Stella's Ice Cream had ½ price ice cream Employee Appreciation Day on November 29, 2023
- Shoeboxes for Seniors were delivered on November 30, 2023.
- Merry Monday treats for employees - December 2023.
- The city hosted two American Red Cross Blood Drives: 1 on December 27, 2023 where 22 employees donated and another on March 19, 2024 with 28 employees donating.
- The employee drawing for Easter Basket winner was Ricky Steele, Solid Waste.
- The city held 9 new hire orientations from November 6, 2023 – to May 20, 2024 that included: 40 Full -Time Employees and 4 Part Time employees.
- The city held summer worker/intern orientations that included 41 summer workers/interns.
- Employee Food Truck Luncheon on May 7, 2024 was held at the Shop Complex.
- Nevada & Hospitality & Beautification hosted a Great American Clean-up Day this past Saturday and 52 employees participated.
- HR (Maegean) attended 4 job fairs 1@ CCU, 2 @ SC WORKS, and 1 @ HGTC.
- The city currently has 15 full-time open positions.

The following monthly newsletters were sent to employees:

- Avoid Viruses and Germs this Fall - November
- Heart Health- Managing your blood pressure - December
- Play an active role in your health - January
- Respiratory Health - February
- Smart Steps for Diabetes Care - March
- Sleep Health - April
- Mental Health Awareness – May

Emrich introduced Administration Interns, Kayla and John.

Public Works – Harrelson reported the following:

1. Received 273 service requests since last report.
 - a. Ditch Drainage
 - b. Sinkholes
 - c. ROW Maintenance
2. Cleaned approximately 7 miles of ditches.
3. Installed 15000 LF of pipe.
4. 152 inspections have been performed on stormwater and/or erosion control.
5. Performed 51 plan reviews.
6. McKeithan St. outfall SCOR grant project is underway. Surveying, environmental, and stormwater design criteria are currently being worked on. A public engagement meeting will be held this Wednesday at 5 p.m. in the Planning Conference Room.
7. Pine and Beaty St. Outfall SCIIP grant is also underway. Surveying of easements and stormwater infrastructure is complete. Engineers are in the preliminary design phase.
8. Staff are working with SCEMD for FEMA approval of Hawthorne Park. Survey, wetland delineation, and the tree survey is complete.
9. RFP for road resurfacing will be out soon to complete this year's resurfacing.
10. Crews are actively cutting grass within the ROW's.
11. Santee Cooper installed street lights in the Jerry Cox Parking lot today. Stripping should also happen this week as well.

Harrelson then gave Council an update on the Ivy Glen Subdivision and said that staff has been working on this for 2 ½-3 years. 2 engineering stormwater firms have been out to review the actual design plans and try to figure out some way to make it better. The only solution was not feasible as it would involve purchasing property inside Ivy Glen and installing a massive underground containment system. Harrelson said that staff has cleaned a bunch of ditches. Harrelson said that the ditch Ms. Pressler is speaking of is that the only machine with the mulching head broke down twice while out there. Staff spent the last month out there cleaning all the outfalls coming out of Ivy Glen, down Cultra, all behind Chicora that drains Ivy Glen, and all the way to Boundary Street where it ties back into Crabtree. Harrelson said that staff has made efforts to try to improve this area, but it is taking some time.

COUNCIL INPUT:

Hardwick said that Smith and his crew at the Recreation Center hosted a great event as many of our Hispanic community members were there with the wrestling match. Hardwick said that it was fun to watch, great to watch the kids and it was a fun evening. Hardwick said that there are so many great things going on in Conway at this time of the year. Hardwick gave a shout out to Whittemore Park for doing a fantastic job on their production of Annie. Hardwick thanked staff and workers who continue to make our city great.

Goldfinch told Ms. Roberts that during public input Council does not dialogue back and forth, but thanked her for staying, investing in Conway, and having her business downtown. Goldfinch said that the city's challenge was explained at the last meeting as this is SCDOT's road and the city has limited control as to what can be done to alter or manipulate that road, as it really comes down to what SCDOT allows us to do and when they recommend that it is not safe to do, the city cannot go against. Goldfinch said that regarding the other gentleman that spoke during public input, and

he has friends that he can agree to disagree, but when he stood up there and accused Goldfinch/Council of taking money from corporations or developers. Goldfinch said that he hadn't received a dime, and he has no use for that. Goldfinch requested that the next time, as the city has a policy that we don't call out individuals, as it was offensive to Goldfinch, that happens he wants the gentleman thrown out. Goldfinch said that he has reached out to that gentleman twice, left two messages and has heard nothing back. Goldfinch said that as far as paying taxes that he promises that the gentleman paid a lot more taxes in Massachusetts than he does in Conway, South Carolina. Goldfinch then said that it is ok for that gentleman to move here and live in a subdivision but not anyone else. Goldfinch said that he didn't think that he brought his business down here, that he brought his family down here to live. Goldfinch said that he is sorry and frustrated but that he loves serving Conway, loves this community, but it is that kind of stuff, accusing Council when you have no basis.

Helms said that school is about to get out and she congratulated the graduates. Helms wants everyone to enjoy the City of Conway for the summer. Helms stated that she appreciates the employees and what they do as they make a hard job easier on Council even though Council does hear good and bad things, Council does the best of their ability to serve the citizens.

Jordan thanked everyone for bearing with him and getting through the meeting.

EXECUTIVE SESSION: Motion: Goldfinch made a motion, seconded by Helms to enter into Executive Session for the following: **(A) Consideration of Appointments to Boards, Commissions and Committees for the Keep Conway Beautiful Board [pursuant to SC Code §30-4-70(A) (1)]; (B) Discussion on Contractual Negotiations Incident to the Development of Riverfront Property [pursuant to SC Code §30-4-70(A) (2)].**

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

POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION: Motion: Goldfinch made a motion, seconded by Hardwick to appoint Joey O'Connor to the Keep Conway Beautiful Board. **Vote:** Unanimous. Motion carried.

ADJOURNMENT: Motion: Goldfinch made a motion, seconded by Helms 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: JUNE 3, 2024
ITEM: V.A.

Presentation of Longevity Awards – May 2024

- 5 Years: Chad Hancock, Fire
- 5 Years: Koby Avant, Recreation
- 10 Years: Kara Gainey, Finance
- 20 Years: Shon Doctor, Public Works
- 25 Years: Tammy Carter, Police

DATE: JUNE 3, 2024
ITEM: V.B.

Proclamation Recognizing Juneteenth

DATE: JUNE 3, 2024
ITEM: V.C.

Proclamation Recognizing National Garden Week

DATE: JUNE 3, 2024
ITEM: V.D.

Presentation on Community Resource Center at the Shepherds Table

Community Resource Center at the Shepherds Table

The need for more community resources and programs, especially for the underserved, was identified as a top community concern in the United Way of Horry County's 2021 Community Needs Assessment Surveyⁱ. Seventy-five percent of people surveyed by the United Way were unaware of resources in the area and felt we lacked access to resource centers and guides. Seventy-six percent expressed that not having current and correct information about resources in their community was a concern. Less than half of the residents of Horry County are self-sufficient, with no need for public assistance or family support. Approximately twelve percent are extremely poor, twenty percent are very poor, and another twenty percent are financially burdened. The 2021-2022 Horry County Annual Action Planⁱⁱ reported the need for centers to deliver public services, case management, outpatient physical and mental health services, housing counseling, and workforce development training.

Conway lacks publicly funded social, mental health, and medical services. Based on surveys of people experiencing homelessness in the Conway area, we know that 66% do not have a place to bathe, 63% are experiencing mental health problems, and 40% need access to basic medical care.

The mission of the resource/drop-in center is to provide a safe, clean space, support, and services for individuals who are experiencing housing insecurity in the Conway area. The staff at the resource center will help people experiencing homelessness or at imminent risk of becoming homeless meet their immediate needs and connect with available community resources.

Drs. Stephanie Southworth and Sara Brallier, professors of Sociology at Coastal Carolina University, will collaborate with the staff at Shepherd's Table to supply interns and volunteers to help with the center.

How the Resource Center will be used:

- A space for Community Agencies/Programs to provide services or educational programs. Potential services include:
 - Housing services
 - Legal services
 - Employment assistance
 - Case management
 - Mental health counseling
 - Health care
 - Dental services
 - Harm reduction services
 - Assistance securing SNAP benefits
 - Assistance applying for SSI, Medicare, and Medicaid
 - Provision of phones
 - Barber and hairstylist
 - Nutritional education programs
 - Financial management educational programs
 - Self-help recovery groups
 - Assistance with transportation
 - Bike share program
 - Assistance with utility bills
- The Resource Center will be used as an Emergency Shelter during code blue and code red situations.
- The Resource Center will have two separate bedrooms for emergency housing while securing a more permanent placement.
- The resource center would have hygiene supplies, toilets, showers, a washing machine, and a dryer.

- The center would provide access to phone charging, computers, the internet, and phones.
- The resource center would have a small pantry of non-perishable foods and an emergency clothing closet.
- The resource center would have lockers for people experiencing homelessness to store their belongings.
- The resource center could be a mailing address for people experiencing homelessness.
- Volunteers at the resource center would be trained to help clients connect with other social services.
- Volunteers would also be trained to help secure identifications (Social Security card, birth certificate, or state identification).



Falker Construction, LLC

5790 Friendship Lane Myrtle Beach, SC 29588

Phone (843)215-8484 Fax (843)215-8484

QUOTE

QUOTE #ST-101922

DATE: OCTOBER 19, 2022

TO:

Shepherd's Table

1412 Gamecock Ave. A Conway, SC 29526 ATT: Sara Brallier

SCOPE OF WORK:

Provide Engineering, Architectural drawings, and permit

Upfit existing 60' X 30' metal building unit into Office, bathroom, shower area, and a cold/warm food storage area. Building to be finished with suspended ceiling, commercial grade vinyl plank flooring, sheetrock with FRP on rear walls. The existing front garage door will be replaced with a glass front double door. A new HVAC system and a Generator will be installed.

DESCRIPTION	AMOUNT
<ul style="list-style-type: none">Plumbing- Bathrooms and showers	\$ 15,000.00
<ul style="list-style-type: none">Rinnai tankless hot water heater	\$ 33,000.00
<ul style="list-style-type: none">Electric	\$ 30,000.00
<ul style="list-style-type: none">Gas lines	\$ 5,000.00
<ul style="list-style-type: none">Framing- Office and storage	\$ 20,000.00
<ul style="list-style-type: none">Flooring	\$ 15,000.00
<ul style="list-style-type: none">Suspended ceiling	\$ 10,000.00
<ul style="list-style-type: none">Insulation	\$ 5,000.00
<ul style="list-style-type: none">Sheetrock/ FRP	\$ 23,000.00
<ul style="list-style-type: none">Paint/Trim	\$ 3,500.00
<ul style="list-style-type: none">New Front Door	\$ 10,000.00
<ul style="list-style-type: none">HVAC	\$ 20,000.00
<ul style="list-style-type: none">Generator	\$ 20,000.00
<ul style="list-style-type: none">Contingency 10%- \$ 20,950.00	\$ 20,950.00
<ul style="list-style-type: none">Mark-up 10 %- \$ 20,950.00	\$ 20,950.00
TOTAL	\$ 251,400.00

ⁱ United Way of Horry County. (2021). Stronger United: Breaking the Cycle, Building the Community. <https://unitedwayhorry.org/wp-content/uploads/2022/02/2021-Community-Needs-Assessment-Summary.pdf>

ⁱⁱ Horry County Home Consortium 2021-2022 Annual Action Plan. <https://www.horrycounty.org/Portals/0/docs/cdbg/PublicNotice/Horry%20County%20HOME%20Consortium%202021-2022%20Annual%20Action%20Plan%20Draft.pdf>

DATE: JUNE 3, 2024
ITEM: V.E.

Presentation by Madison Cooper, Coastal Carolinas Association of Realtors

DATE: JUNE 3, 2024
ITEM: VI.A.

ISSUE:

Award of 2024-25 Economic Development Grants

BACKGROUND:

On April 8th, the City began soliciting applications for Economic Development Grants. This is the fifth year of the grant program. The City sought innovative programs, events, or vendors to stimulate economic growth in the City. Applications were due May 6th.

The available funding totals \$150,000.

Seven applications were received from five organizations.

The applications and staff recommendations are as follows:

Conway Chamber of Commerce:

Riverfest 2025	Staff recommendation: \$69,000
2024 Conway Christmas Parade	Staff recommendation: \$2,000
Performing Arts Center Marketing Analysis	Staff recommendation: \$62,000

Horry County First Steps:

Early Childhood Community Day	Staff recommendation: \$5,000
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Conway Architectural Salvage & Heritage Project:

Deconstruction and Material Reuse	Staff recommendation: \$0
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Conway Community Center:

Conway Music Festival	Staff recommendation: \$0
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Anointed Touch Ministries:

Back 2 School Bash	Staff recommendation: \$0
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RECOMMENDATION:

Approve staff funding recommendations totaling \$138,000.

DATE: JUNE 3, 2024
ITEM: VI.B.

ISSUE:

Request from Cherry Hill Missionary Baptist Church for Praise on the Hill – June 15, 2024 from 12 noon to 3:00 p.m.

BACKGROUND:

Cherry Hill MBC would like to have an outdoor church service and fellowship.

There will be praise dances, choirs singing outside, games, prayer, and preaching.

Cherry Hill MBC is requesting road closure of Fifth Avenue between Smith Street and Highway 501.

Cherry Hill MBC anticipates 100 participants.

RECOMMENDATION:

Approve the special event permit as presented.

RECEIVED
5/13/2024



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: Praise on the Hill
Name of permit holder: Reverend. Carl Blain
Address of permit holder: 1499 Dwyer Branch Rd
City: Conway State: SC Zip: 29527
Telephone number of permit holder: 843-397-7976 Cell: 856-889-2339
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: Cherry Hill Missionary Baptist Church
Address of organization: 504 Church St. Conway SC 29528
Telephone number of organization: 843-248-4900
What is the purpose of the activity? Church and Community Fellowship
What is the proposed date(s) of the activity? 6/13/24
What are the proposed times of the activity? 12:00 - 3:00 PM
What are the plans for the event? Praise teams, Chorus singing outside-
with games, corporate prayer, preaching.
What is the location or route of the activity? (Please attach any necessary route maps.) attached

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

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

5th Ave 6/15/24 - 12-3:00pm
The back of the church - 501 - to - Smith street

What is the approximate number of participants?

100

What is the approximate number of vendors?

0

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

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

☒ No

If yes, please explain:

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

☒ Yes ☐ No

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

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

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

☐ Yes ☒ No

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

☐ Yes ☒ No

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

☐ Yes ☒ No

How do you plan to remove garbage?

Will existing restroom facilities be adequate?

☒ Yes ☐ No

If not, describe plans to augment available sanitary facilities:

Please include any additional information that may be useful:

Does any of the following apply to the proposed activity: No Fireworks Display Other
(live band, band, loudspeakers, sound amplifiers, etc.). Please specify: Music needed

for choirs to sing. Microphones and amplifiers to
enhance the sound.

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

Will alcoholic beverages be served?

☐ Yes ☒ No

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

☐ Yes ☒ No

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

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

N/A

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

N/A

Times for alcohol to be served: From N/A To _____

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

The following does not apply to restaurants:

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

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

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

Applicant's Signature: _____

Date: _____



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.

policies, obtain loss runs and many other options. Claims should be submitted to claim@smcins.com.

***ALL DRIVER CHANGES, LISTS, AND MOTOR VEHICLE RECORDS (MVRS) SHOULD BE SENT TO OUR SECURE DROPBOX AT <https://filetransfer.smcins.com/filedrop/tpatterson>



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/13/2024

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

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

PRODUCER SOUTHERN MUTUAL CHURCH INSURANCE COMPANY PO BOX 9346 COLUMBIA SC 29290	CONTACT SOUTHERN MUTUAL CHURCH INSURANCE COMPANY NAME: PHONE (A/C, H/A, EXT): 803-922-5332 OR 803-776-9365 FAX (A/C, H/A): 803-776-4260 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURED A: Southern Mutual Church Insurance Company NAIC # 26465 INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED CHERRY HILL MISSIONARY BAPTIST CHURCH 504 CHURCH ST CONWAY SC 29526	

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

MAIN LTR	TYPE OF INSURANCE	ADOL (IND)	SUBR (WVD)	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	UNITS
A	COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	Y		SMP 0035413	9/22/2023	9/22/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
	GENL AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER						
	AUTOMOBILE LIABILITY ANY AUTO ALL OWNED AUTOS HIRED AUTOS						COMBINED SINGLE LIMIT (Each accident) \$ BODILY INJURY (Per Person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB						EACH OCCURRENCE \$ AGGREGATE \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Member in NH) If yes, describe under DESCRIPTIONS OF OPERATIONS below	N/A					PER STATUS OTHER \$ E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

CHURCH WILL BE HOSTING 'PRAISE ON THE HILL' ON 6/15/2024. THE CITY OF CONWAY IS AN ADDITIONAL INSURED FOR THIS EVENT ONLY

CERTIFICATE HOLDER

CANCELLATION

CITY OF CONWAY
PO DRAWER 1075
CONWAY SC 29528

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

David S. [Signature]

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 N/A (address),
give permission for _____ to hold a special event on
my/our property.

Date

Signature

Witness

Address

Printed Witness Name

Telephone Number

.....
INSURANCE REQUIREMENTS FOR SPECIAL EVENTS HELD ON CITY PROPERTY

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

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

.....
Application completed by:

Contact No.:

Date:

.....
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: Praise on the Hill Date(s) June 15 2024

Sponsoring Organization: Cherry Hill Missionary Baptist Church

Application completed by:

Carl Blain

Contact No.:

856-889-2339

Date:

May 13 2024

☒ Recommend approval

☐ Recommend disapproval

5/14/2024

Police Department

Date

Fees or charges associated with this event:

Special Conditions/Comments:

see attached

Police Officers

\$40.00/hour per officer

☒ Recommend approval

☐ Recommend disapproval

5/14/2024

Fire Department

Date

Fees or charges associated with this event:

Special Conditions/Comments:

see attached

Fire Inspector/Fire-Rescue Officers

\$40.00/hour per officer

☒ Recommend approval

☐ Recommend disapproval

5/14/2024

Public Works Department

Date

Fees or charges associated with this event:

Special Conditions/Comments:

see attached

Residential & Non Residential Street Closure

Barricades

\$20.00 each

Public Works Employee

\$25.00/hour per employee

<input type="checkbox"/> Recommend approval	<input type="checkbox"/> Recommend disapproval
<div style="display: flex; justify-content: space-between;"> <div>Parks & Rec. Department</div> <div>Date</div> </div>	
Fees or charges associated with this event: _____	
Special Conditions/Comments: _____	
Parks & Rec. Employee	\$25.00/hour per employee

<input checked="" type="checkbox"/> Recommend approval	<input type="checkbox"/> Recommend disapproval
<div style="display: flex; justify-content: space-between;"> <div>Planning Department</div> <div>5/14/2024 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>5/14/2024 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:

Poase on The Hill

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:

CB

(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.

CB

(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.

CB

(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.

CB

(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.

CB

(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.

CB (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.

CB (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.

CB (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.

CB (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:

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

NAME: Carol Blair TITLE: _____

SIGNATURE: Carol Blair DATE: _____

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.



NAME OF PERSON/ORGANIZATION

SIGNATURE OF PERSON/ORGANIZATION REPRESENTATIVE

DATE

Legend

ROAD BLOCK



Natasha Sherman

From: Katie Dennis
Sent: Tuesday, May 14, 2024 8:35 AM
To: Natasha Sherman
Subject: RE: Praise on the Hill

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: Tuesday, May 14, 2024 8:18 AM
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>; David Parker <dparker@conwaysc.gov>; 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: Praise on the Hill

Please review for approval and email me back.

Natasha Sherman

Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, November 19, 2023 10:39 PM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Business License
Sent: Tuesday, May 14, 2024 8:32 AM
To: Natasha Sherman
Subject: RE: Praise on the Hill

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: Tuesday, May 14, 2024 8:18 AM
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>; David Parker <dparker@conwaysc.gov>; 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: Praise on the Hill

Please review for approval and email me back.

Natasha Sherman

From: Dale Long
Sent: Tuesday, May 14, 2024 9:16 AM
To: Natasha Sherman
Subject: Re: Praise on the Hill

OK for PD. PW will need to stop barricades.

Sent from my iPhone

On May 14, 2024, at 08:17, Natasha Sherman <nsherman@conwaysc.gov> wrote:

Please review for approval and email me back.

Natasha Sherman

Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, November 19, 2023 10:39 PM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

<SKM_C450i23111922380.pdf>

Natasha Sherman

From: Brandon Harrelson
Sent: Tuesday, May 14, 2024 11:19 AM
To: Natasha Sherman
Subject: RE: Praise on the Hill

We are good.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Tuesday, May 14, 2024 8:18 AM
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>; David Parker <dparker@conwaysc.gov>; 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: Praise on the Hill

Please review for approval and email me back.

Natasha Sherman
Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, November 19, 2023 10:39 PM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Phillip Le Hendrick
Sent: Tuesday, May 14, 2024 3:02 PM
To: Natasha Sherman
Cc: David Parker
Subject: RE: Praise on the Hill

Fire is good.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Tuesday, May 14, 2024 8:18 AM
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 <b Fleming@cityofconway.com>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@cityofconway.com>; David Parker <dparker@conwaysc.gov>; 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: Praise on the Hill

Please review for approval and email me back.

Natasha Sherman

Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, November 19, 2023 10:39 PM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

DATE: JUNE 3, 2024
ITEM: VI.C.

ISSUE

Agreements to grant permanent and temporary utility easements to Dominion Energy

BACKGROUND

Dominion Energy has been working with Santee Cooper to receive the right to two permanent easements and two temporary easements along the south side of the Lake Busbee property. Before this process can be completed, the property will transfer to ownership by the City of Conway. Now, the City must consider the easement.

The easement will allow Dominion Energy to construct and operate a 12-inch natural gas pipeline that will run from Conway to Myrtle Beach. As part of the agreement, Dominion accepts responsibility for any damage caused during construction or operation.

Dominion is requesting a permanent easement of 2.7 acres of land and a temporary construction easement of an additional 2.61 acres. Dominion agrees to pay the City \$11,355 in exchange for the easements.

RECOMMENDATION

Authorize staff to enter into agreements to grant permanent and temporary utility easements to Dominion Energy

Easement # 905622

INDENTURE, made this _____ day of _____, 2024 by and between **City of Conway** of the State of South Carolina, hereinafter called "Grantor" (whether singular or plural), and the DOMINION ENERGY SOUTH CAROLINA, INC., a South Carolina corporation, having its principal office in Cayce, South Carolina, hereinafter called "Grantee".

WITNESSETH:

That, in consideration of the sum of One Dollar (\$1.00) received from Grantee and the additional consideration hereinafter set forth, Grantor hereby grants and conveys to Grantee, its successors and assigns, a right of way of the width of **Thirty (30) feet** for the purpose of laying, constructing, maintaining, operating, repairing, altering, replacing and removing pipe lines, together with valves, tieovers and appurtenant facilities, for the transportation of gas, oil petroleum products, or any other liquids, gases or substances which can be transported through a pipe line, the Grantee to have the right to select the route, under, upon, over, through and across the lands of Grantor situate in the County of **Horry**, State of South Carolina. Being a tract or lot of land containing **182.62** acres, more or less, and being the same lands conveyed to Grantor by deed of **South Carolina Public Service Authority**, dated or recorded **01/01/0001** and filed in the Register of Deeds office for **Horry** County in **Deed Book 0000 at Page 0000 (the "Property")**.

The Right of Way granted as more fully shown on attached Exhibit "A"

TMS: 137-00-03-002

PIN : 36800000008

Together with the right from time to time to redesign, rebuild or alter said pipe lines and to install such additional pipe lines, apparatus and equipment as Grantee may at any time deem necessary and the right to remove any pipe line or any part thereof, all within the above described right of way.

Together also with the right of ingress, egress, and access to and from the right of way across and upon the Property as may be necessary or convenient for purposes connected with said right of way.

Together also with the right from time to time to remove or clear and keep clear such trees, underbrush, structures and other obstructions, upon said right of way and such trees ("danger trees") beyond the same as in the judgment of Grantee may interfere with or endanger said lines or appurtenances when erected; provided that Grantee will pay to Grantor the fair market value of such danger trees at the time of cutting as determined by a registered professional forester, and the right of entry upon said lands of Grantor for all of the purposes aforesaid. All pipe shall be buried to such depth so that it will not interfere with the ordinary cultivation of said land.

Provided, however, any damage to the property of Grantor (other than to property cleared or removed as hereinbefore provided) caused by Grantee in the course of constructing, rebuilding or repairing said pipe line shall be borne by Grantee.

Reserving, however, to Grantor the right to cultivate and use the ground within the limits of said right of way, provided that such use shall not interfere with or obstruct the rights herein granted, and provided further that no building or other structure shall be erected by the Grantor within the width of said right of way.

And it is a condition of this grant that Grantee shall tender, and Grantor shall accept, Grantee's check in the sum of Two Thousand Seven Hundred Dollars (\$2,700). Should any liens and encumbrances exist, Grantee reserves the right at its discretion to pay all or any portion of the consideration for this agreement to the holders of any liens on the Property. Such payments to lien holders shall be part of the consideration for this agreement to the same effect as if made directly to the Grantor.

The words "Grantor" and "Grantee" shall include their heirs, executors, administrators, successors and assigns, as the case may be.

IN WITNESS WHEREOF, Grantor has duly executed this indenture the day and year first above written.

WITNESS:

[SIGNATURES TO FOLLOW]

Easement # 905622

City of Conway

1st Witness

By: _____(SEAL)

2nd Witness

Print Name

Title

ACKNOWLEDGMENT

STATE OF SOUTH CAROLINA)
)
COUNTY OF **HORRY**)

The foregoing instrument was acknowledged before me, the undersigned Notary, and I do hereby certify that the within named _____ of **City of Conway** personally appeared before me this day and that the above named acknowledged the due execution of the foregoing instrument.

Sworn to before me this _____ day of _____, **2024**

Signature of Notary Public State of SC

My commission expires: _____

Print Name of Notary Public

**RIGHT OF WAY GRANT TO
DOMINION ENERGY SOUTH CAROLINA, INC.**

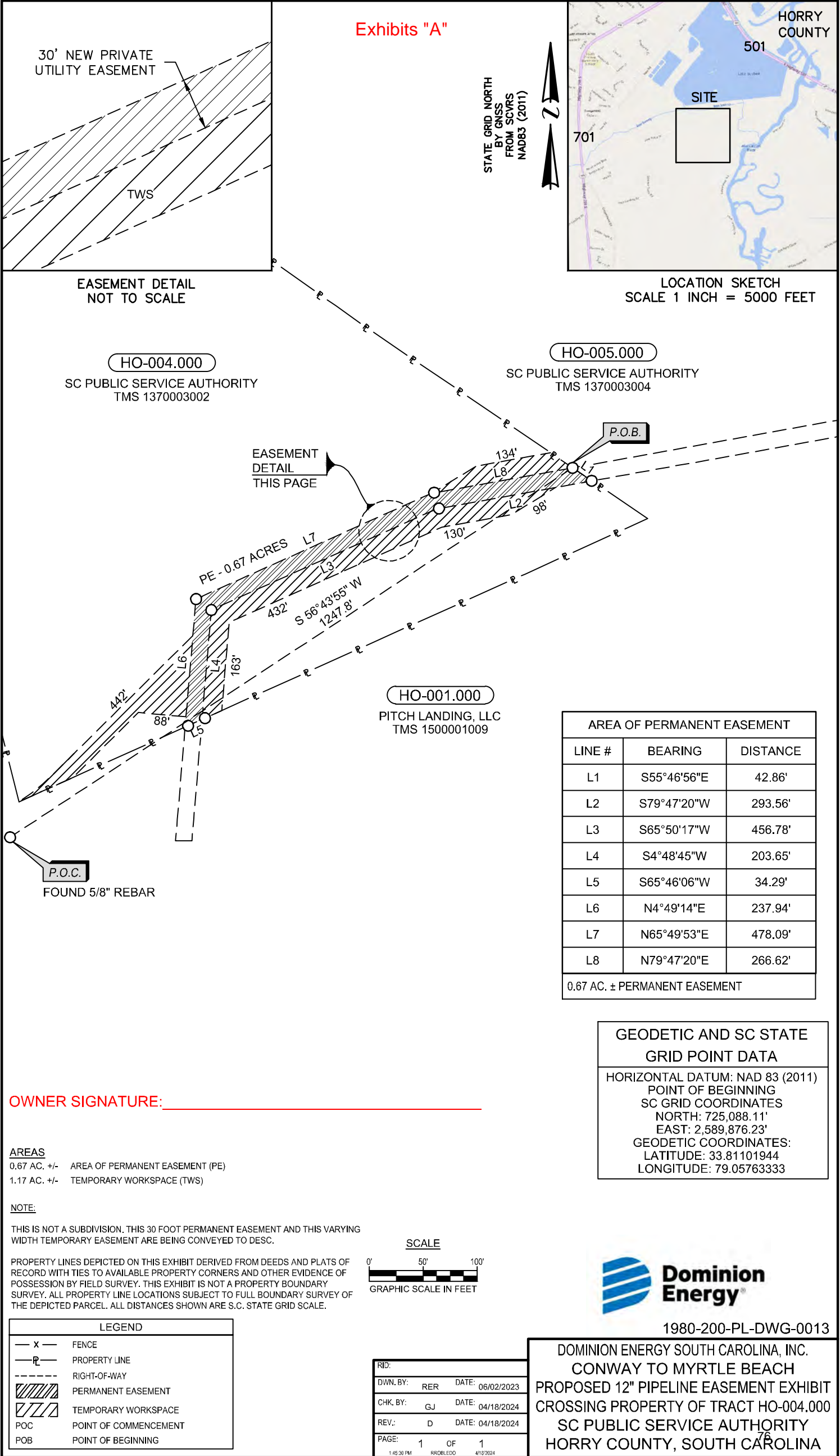
Line: **12in Conway to Myrtle Beach**

County: **Horry**

R/W File Number: **26467**

Grantor(s): **City of Conway**

Return to: **DOMINION ENERGY SOUTH CAROLINA, INC.**
 c/o Paul Thompson
 220 Operation Way, J29
 Cayce, SC 29033



P:\1980\doc\Engineering & Technical\10_Pipeline\Mapping\Plat\1980-200-PL-DWG-0013.dwg

R.W. No. T-137-00-03-002
TMS No. 137-00-03-002
PIN No. 36800000008

TEMPORARY WORK SPACE AGREEMENT

THIS AGREEMENT made and entered into as of this ____ day of _____, 2024, by **City of Conway** hereinafter called "Grantor," does hereby temporarily grant to Dominion Energy South Carolina, Inc. ("DESC" or "Grantee"), a South Carolina corporation, whose primary address is 220 Operation Way, Cayce, SC 29033, permission to enter Grantor's land, owned and situated in Horry County, State of South Carolina, hereinafter referred to as the "Property".

Tax Map Number: 137-00-03-002
PIN Number: 36800000008

The undersigned, for and in consideration of the sum of **Five Hundred and 00/100 Dollar(s) (\$500)** paid by DESC, the receipt of which is hereby acknowledged, agrees as follows:

1. Grants DESC its employees, agents and contractors, a **Temporary Work Space**, (1.17) acre(s), more or less, as shown on the map prepared for DESC, as shown on **EXHIBIT "A"**, as attached and for purposes of the construction on a natural gas pipeline ("Permitted Activities") and provided that all other terms of this Agreement are complied with.
2. DESC shall be responsible for any and all costs related to the Permitted Activities, including installation, operation, and removal of equipment on the Property. The scope, sequence, and timing of the Permitted Activities shall be at the sole discretion of DESC.
3. DESC shall have the right to remove or clear trees, underbrush, structures and other obstructions, within the temporary work space.
4. DESC shall bear the cost of any damage to the Property caused by DESC during the exercise of the Permitted Activities described in this Agreement. DESC will restore the Property to as reasonable of a condition as prior to the Permitted Activities being performed.
5. If Grantor owns less than the full interest in the above described land, then the amount of the Temporary Work Space consideration shall be reduced proportionately.
6. Grantor shall receive payment hereunder in such proportion as his/her respective interest bears to the entire fee simple title.

The Remainder of This Page Left Blank Intentionally

Grantor(s) **City of Conway**

Witness

Witness

By: _____

Print: _____

Title: _____

STATE OF SOUTH CAROLINA)
)
COUNTY OF HORRY)

Sworn to before me this _____ day of _____, 2024.

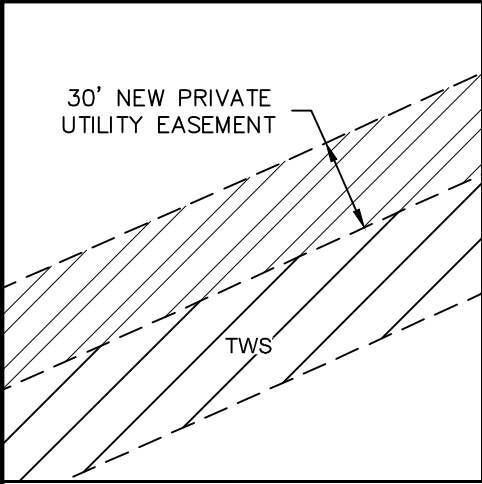
My commission expires: _____

Print Name of Notary Public

Grantor(s): **City of Conway**

78

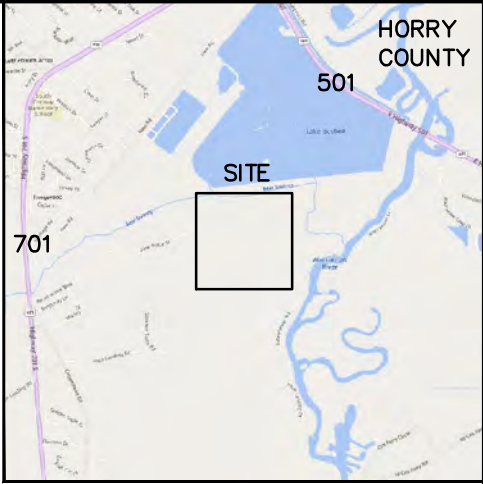
Exhibit "A"



EASEMENT DETAIL
NOT TO SCALE

HO-004.000

SC PUBLIC SERVICE AUTHORITY
TMS 1370003002

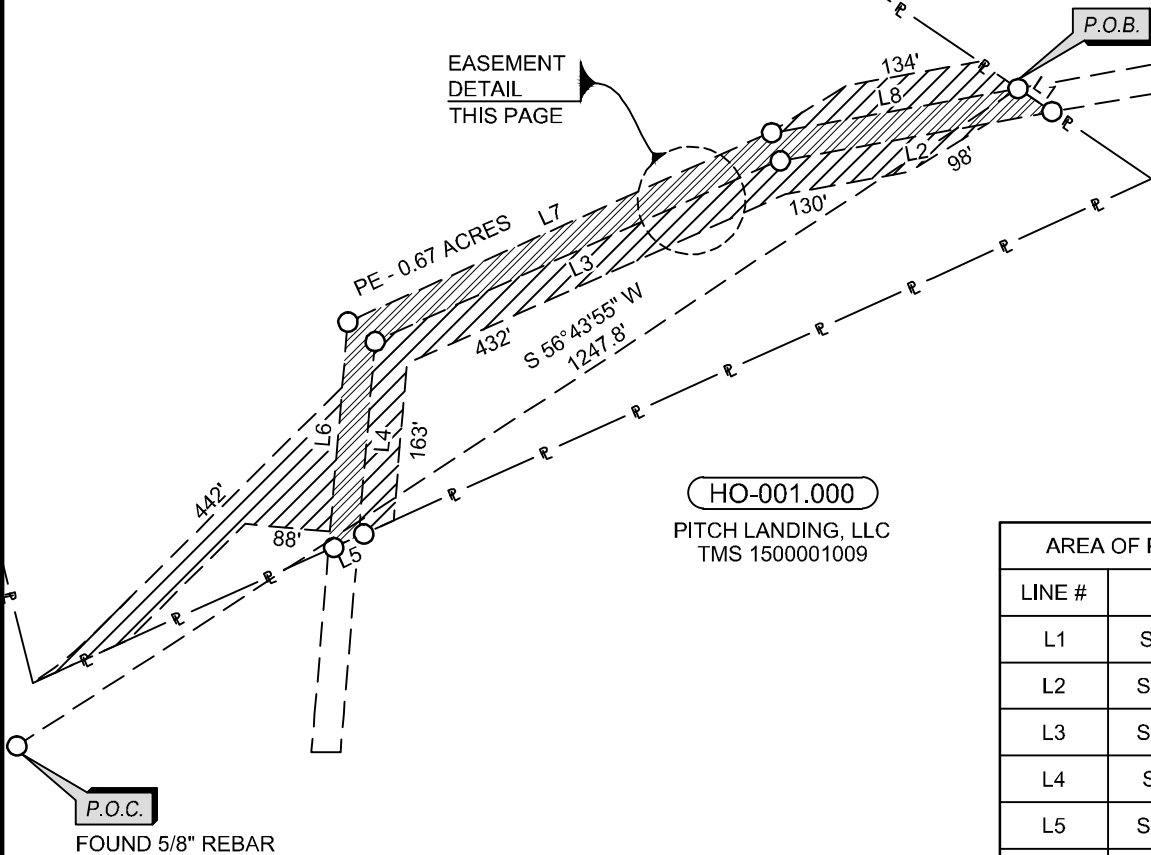


LOCATION SKETCH
SCALE 1 INCH = 5000 FEET

HO-005.000

SC PUBLIC SERVICE AUTHORITY
TMS 1370003004

EASEMENT
DETAIL
THIS PAGE



HO-001.000

PITCH LANDING, LLC
TMS 1500001009

AREA OF PERMANENT EASEMENT		
LINE #	BEARING	DISTANCE
L1	S55°46'56"E	42.86'
L2	S79°47'20"W	293.56'
L3	S65°50'17"W	456.78'
L4	S4°48'45"W	203.65'
L5	S65°46'06"W	34.29'
L6	N4°49'14"E	237.94'
L7	N65°49'53"E	478.09'
L8	N79°47'20"E	266.62'
0.67 AC. ± PERMANENT EASEMENT		

GEODETIC AND SC STATE
GRID POINT DATA

HORIZONTAL DATUM: NAD 83 (2011)
POINT OF BEGINNING
SC GRID COORDINATES
NORTH: 725,088.11'
EAST: 2,589,876.23'
GEODETIC COORDINATES:
LATITUDE: 33.81101944
LONGITUDE: 79.05763333

OWNER SIGNATURE: _____

AREAS

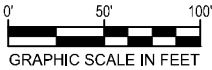
0.67 AC. +/- AREA OF PERMANENT EASEMENT (PE)
1.17 AC. +/- TEMPORARY WORKSPACE (TWS)

NOTE:

THIS IS NOT A SUBDIVISION, THIS 30 FOOT PERMANENT EASEMENT AND THIS VARYING WIDTH TEMPORARY EASEMENT ARE BEING CONVEYED TO DESC.

PROPERTY LINES DEPICTED ON THIS EXHIBIT DERIVED FROM DEEDS AND PLATS OF RECORD WITH TIES TO AVAILABLE PROPERTY CORNERS AND OTHER EVIDENCE OF POSSESSION BY FIELD SURVEY. THIS EXHIBIT IS NOT A PROPERTY BOUNDARY SURVEY. ALL PROPERTY LINE LOCATIONS SUBJECT TO FULL BOUNDARY SURVEY OF THE DEPICTED PARCEL. ALL DISTANCES SHOWN ARE S.C. STATE GRID SCALE.

SCALE



LEGEND

- x — FENCE
- P — PROPERTY LINE
- RIGHT-OF-WAY
- /// PERMANENT EASEMENT
- /// TEMPORARY WORKSPACE
- POC POINT OF COMMENCEMENT
- POB POINT OF BEGINNING

RID:	
DWN. BY:	RER DATE: 06/02/2023
CHK. BY:	GJ DATE: 04/18/2024
REV.:	D DATE: 04/18/2024
PAGE:	1 OF 1
1:45:30 PM	4/18/2024



1980-200-PL-DWG-0013

DOMINION ENERGY SOUTH CAROLINA, INC.
CONWAY TO MYRTLE BEACH
PROPOSED 12" PIPELINE EASEMENT EXHIBIT
CROSSING PROPERTY OF TRACT HO-004.000
SC PUBLIC SERVICE AUTHORITY
HORRY COUNTY, SOUTH CAROLINA

Easement # 905623

INDENTURE, made this _____ day of _____, 2024 by and between **City of Conway** of the State of South Carolina, hereinafter called "Grantor" (whether singular or plural), and the DOMINION ENERGY SOUTH CAROLINA, INC., a South Carolina corporation, having its principal office in Cayce, South Carolina, hereinafter called "Grantee".

WITNESSETH:

That, in consideration of the sum of One Dollar (\$1.00) received from Grantee and the additional consideration hereinafter set forth, Grantor hereby grants and conveys to Grantee, its successors and assigns, a right of way of the width of Thirty (30) feet for the purpose of laying, constructing, maintaining, operating, repairing, altering, replacing and removing pipe lines, together with valves, tieovers and appurtenant facilities, for the transportation of gas, oil petroleum products, or any other liquids, gases or substances which can be transported through a pipe line, the Grantee to have the right to select the route, under, upon, over, through and across the lands of Grantor situate in the County of **Horry**, State of South Carolina. Being a tract or lot of land containing **519.19** acres, more or less, and being the same lands conveyed to Grantor by deed of **South Carolina Public Service Authority**, dated or recorded **01/01/0001** and filed in the Register of Deeds office for **Horry** County in **Deed Book 0000 at Page 0000 (the "Property")**.

The Right of Way granted as more fully shown on attached Exhibit "A"

TMS: 137-00-03-004

PIN: 36800000014

Together with the right from time to time to redesign, rebuild or alter said pipe lines and to install such additional pipe lines, apparatus and equipment as Grantee may at any time deem necessary and the right to remove any pipe line or any part thereof, all within the above described right of way.

Together also with the right of ingress, egress, and access to and from the right of way across and upon the Property as may be necessary or convenient for purposes connected with said right of way.

Together also with the right from time to time to remove or clear and keep clear such trees, underbrush, structures and other obstructions, upon said right of way and such trees ("danger trees") beyond the same as in the judgment of Grantee may interfere with or endanger said lines or appurtenances when erected; provided that Grantee will pay to Grantor the fair market value of such danger trees at the time of cutting as determined by a registered professional forester, and the right of entry upon said lands of Grantor for all of the purposes aforesaid. All pipe shall be buried to such depth so that it will not interfere with the ordinary cultivation of said land.

Provided, however, any damage to the property of Grantor (other than to property cleared or removed as hereinbefore provided) caused by Grantee in the course of constructing, rebuilding or repairing said pipe line shall be borne by Grantee.

Reserving, however, to Grantor the right to cultivate and use the ground within the limits of said right of way, provided that such use shall not interfere with or obstruct the rights herein granted, and provided further that no building or other structure shall be erected by the Grantor within the width of said right of way.

And it is a condition of this grant that Grantee shall tender, and Grantor shall accept, Grantee's check in the sum of Seven Thousand Six Hundred Fifteen Dollars (\$7,615). Should any liens and encumbrances exist, Grantee reserves the right at its discretion to pay all or any portion of the consideration for this agreement to the holders of any liens on the Property. Such payments to lien holders shall be part of the consideration for this agreement to the same effect as if made directly to the Grantor.

The words "Grantor" and "Grantee" shall include their heirs, executors, administrators, successors and assigns, as the case may be.

IN WITNESS WHEREOF, Grantor has duly executed this indenture the day and year first above written.

WITNESS:

[SIGNATURES TO FOLLOW]

Easement # 905623

City of Conway

1st Witness

By: (SEAL)

2nd Witness

Print Name

Title

ACKNOWLEDGMENT

STATE OF SOUTH CAROLINA)
COUNTY OF Horry)

The foregoing instrument was acknowledged before me, the undersigned Notary, and I do hereby certify that the within named of City of Conway personally appeared before me this day and that the above named acknowledged the due execution of the foregoing instrument.

Sworn to before me this day of , 2024

Signature of Notary Public State of SC

My commission expires:

Print Name of Notary Public

RIGHT OF WAY GRANT TO
DOMINION ENERGY SOUTH CAROLINA, INC.

Line: 12in Conway to Myrtle Beach

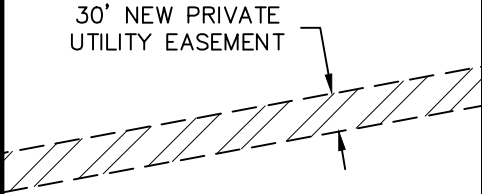
County: Horry

R/W File Number: 26467

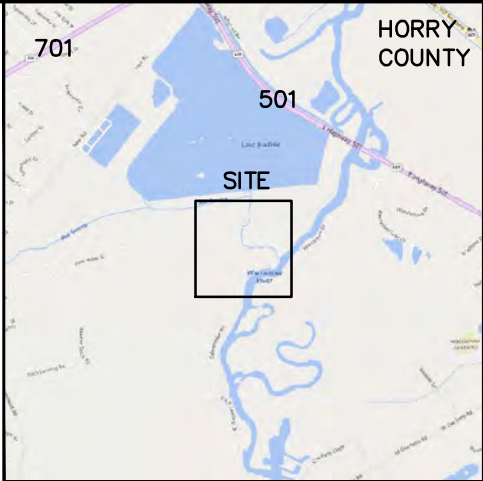
Grantor(s): City of Conway

Return to: DOMINION ENERGY SOUTH CAROLINA, INC.
c/o Paul Thompson
220 Operation Way
Cayce, SC 29033

Exhibit "A"



STATE GRID NORTH
BY GNSS
FROM SCVRS
NAD83 (2011)



EASEMENT DETAIL
NOT TO SCALE

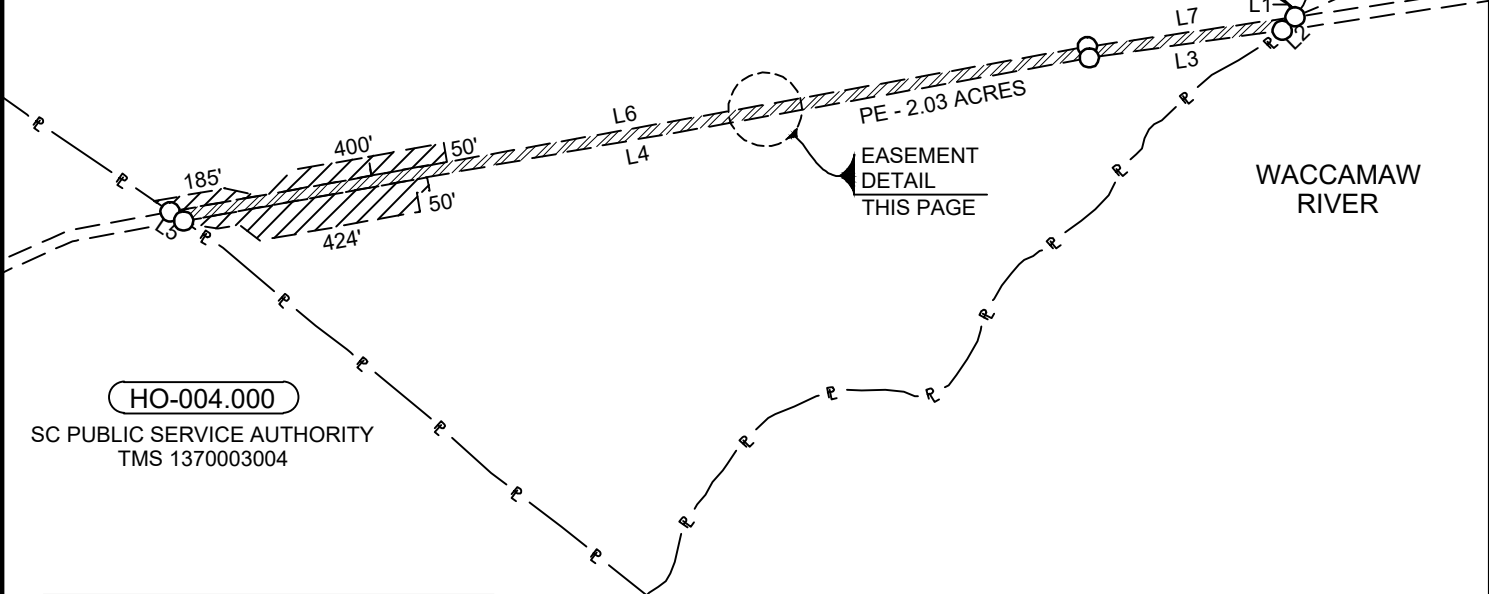
LOCATION SKETCH
SCALE 1 INCH = 5000 FEET

HO-005.000

SC PUBLIC SERVICE AUTHORITY
TMS 1370003004

P.O.C.
FOUND 1/2" IRON PIPE
S 66°23'06" W - 254.7'

P.O.B.



HO-004.000

SC PUBLIC SERVICE AUTHORITY
TMS 1370003004

AREA OF PERMANENT EASEMENT		
LINE #	BEARING	DISTANCE
L1	S35°44'53"W	11.45'
L2	S46°15'23"W	37.40'
L3	S81°49'31"W	511.91'
L4	S79°47'20"W	2,390.74'
L5	N55°46'56"W	42.86'
L6	N79°47'20"E	2,421.59'
L7	N81°49'31"E	551.10'
2.03 AC. ± PERMANENT EASEMENT		

OWNER SIGNATURE: _____

GEODETIC AND SC STATE
GRID POINT DATA

HORIZONTAL DATUM: NAD 83 (2011)
POINT OF BEGINNING
SC GRID COORDINATES
NORTH: 725,595.77'
EAST: 2,592,804.96'
GEODETIC COORDINATES:
LATITUDE: 33.81226111
LONGITUDE: 79.04796111

AREAS

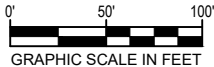
2.03 AC. +/- AREA OF PERMANENT EASEMENT (PE)
1.44 AC. +/- TEMPORARY WORKSPACE (TWS)

NOTE:

THIS IS NOT A SUBDIVISION. THIS 30 FOOT PERMANENT EASEMENT AND THIS VARYING WIDTH TEMPORARY EASEMENT ARE BEING CONVEYED TO DESC.

PROPERTY LINES DEPICTED ON THIS EXHIBIT DERIVED FROM DEEDS AND PLATS OF RECORD WITH TIES TO AVAILABLE PROPERTY CORNERS AND OTHER EVIDENCE OF POSSESSION BY FIELD SURVEY. THIS EXHIBIT IS NOT A PROPERTY BOUNDARY SURVEY. ALL PROPERTY LINE LOCATIONS SUBJECT TO FULL BOUNDARY SURVEY OF THE DEPICTED PARCEL. ALL DISTANCES SHOWN ARE S.C. STATE GRID SCALE.

SCALE



1980-200-PL-DWG-0012

DOMINION ENERGY SOUTH CAROLINA, INC.
CONWAY TO MYRTLE BEACH
PROPOSED 12" PIPELINE EASEMENT EXHIBIT
CROSSING PROPERTY OF TRACT HO-005.000
SC PUBLIC SERVICE AUTHORITY
HORRY COUNTY, SOUTH CAROLINA

LEGEND	
— x —	FENCE
— R —	PROPERTY LINE
---	RIGHT-OF-WAY
///	PERMANENT EASEMENT
///	TEMPORARY WORKSPACE
POC	POINT OF COMMENCEMENT
POB	POINT OF BEGINNING

RID:	
DWN BY:	RER DATE: 06/02/2023
CHK BY:	GJ DATE: 06/28/2023
REV.:	C DATE: 06/28/2023
PAGE:	1 OF 1
1:07:11 PM	8/28/2023

R.W. No. T-137-00-03-004
TMS No. 137-00-03-004
PIN No. 36800000014

TEMPORARY WORK SPACE AGREEMENT

THIS AGREEMENT made and entered into as of this ____ day of _____, 2024, by **City of Conway** hereinafter called "Grantor," does hereby temporarily grant to Dominion Energy South Carolina, Inc. ("DESC" or "Grantee"), a South Carolina corporation, whose primary address is 220 Operation Way, Cayce, SC 29033, permission to enter Grantor's land, owned and situated in Horry County, State of South Carolina, hereinafter referred to as the "Property".

Tax Map Number: 137-00-03-004
PIN Number: 36800000014

The undersigned, for and in consideration of the sum of **Five Hundred Forty and 00/100 Dollar(s) (\$540)** paid by DESC, the receipt of which is hereby acknowledged, agrees as follows:

1. Grants DESC its employees, agents and contractors, a **Temporary Work Space**, (1.44) acre(s), more or less, as shown on the map prepared for DESC, as shown on **EXHIBIT "A"**, as attached and for purposes of the construction on a natural gas pipeline ("Permitted Activities") and provided that all other terms of this Agreement are complied with.
2. DESC shall be responsible for any and all costs related to the Permitted Activities, including installation, operation, and removal of equipment on the Property. The scope, sequence, and timing of the Permitted Activities shall be at the sole discretion of DESC.
3. DESC shall have the right to remove or clear trees, underbrush, structures and other obstructions, within the temporary work space.
4. DESC shall bear the cost of any damage to the Property caused by DESC during the exercise of the Permitted Activities described in this Agreement. DESC will restore the Property to as reasonable of a condition as prior to the Permitted Activities being performed.
5. If Grantor owns less than the full interest in the above described land, then the amount of the Temporary Work Space consideration shall be reduced proportionately.
6. Grantor shall receive payment hereunder in such proportion as his/her respective interest bears to the entire fee simple title.

The Remainder of This Page Left Blank Intentionally

Grantor(s) **City of Conway**

Witness

Witness

By: _____

Print: _____

Title: _____

STATE OF SOUTH CAROLINA)
)
COUNTY OF HORRY)

Sworn to before me this _____ day of _____, 2024.

My commission expires: _____

**RIGHT OF WAY GRANT TO
DOMINION ENERGY SOUTH CAROLINA, INC.**

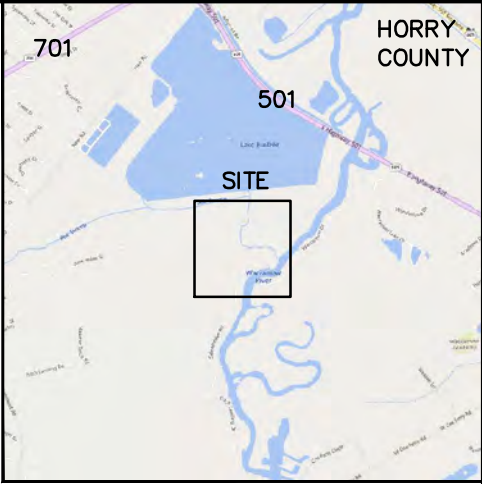
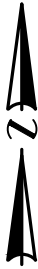
Grantor(s): **City of Conway**

DESC Temporary Work Space Agreement (T-137-00-03-004)

Exhibit "A"

30' NEW PRIVATE
UTILITY EASEMENT

STATE GRID NORTH
BY GNSS
FROM SCVRS
NAD83 (2011)



EASEMENT DETAIL
NOT TO SCALE

LOCATION SKETCH
SCALE 1 INCH = 5000 FEET

HO-005.000

SC PUBLIC SERVICE AUTHORITY
TMS 1370003004

P.O.C.
FOUND 1/2" IRON PIPE
S 66°23'06" W - 254.7'

P.O.B.

WACCAMAW
RIVER

PE - 2.03 ACRES

EASEMENT
DETAIL
THIS PAGE

HO-004.000

SC PUBLIC SERVICE AUTHORITY
TMS 1370003004

AREA OF PERMANENT EASEMENT

LINE #	BEARING	DISTANCE
L1	S35°44'53"W	11.45'
L2	S46°15'23"W	37.40'
L3	S81°49'31"W	511.91'
L4	S79°47'20"W	2,390.74'
L5	N55°46'56"W	42.86'
L6	N79°47'20"E	2,421.59'
L7	N81°49'31"E	551.10'

2.03 AC. ± PERMANENT EASEMENT

OWNER SIGNATURE: _____

GEODETIC AND SC STATE
GRID POINT DATA

HORIZONTAL DATUM: NAD 83 (2011)
POINT OF BEGINNING
SC GRID COORDINATES
NORTH: 725,595.77'
EAST: 2,592,804.96'
GEODETIC COORDINATES:
LATITUDE: 33.81226111
LONGITUDE: 79.04796111

AREAS

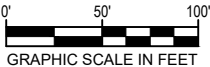
2.03 AC. +/- AREA OF PERMANENT EASEMENT (PE)
1.44 AC. +/- TEMPORARY WORKSPACE (TWS)

NOTE:

THIS IS NOT A SUBDIVISION. THIS 30 FOOT PERMANENT EASEMENT AND THIS VARYING WIDTH TEMPORARY EASEMENT ARE BEING CONVEYED TO DESC.

PROPERTY LINES DEPICTED ON THIS EXHIBIT DERIVED FROM DEEDS AND PLATS OF RECORD WITH TIES TO AVAILABLE PROPERTY CORNERS AND OTHER EVIDENCE OF POSSESSION BY FIELD SURVEY. THIS EXHIBIT IS NOT A PROPERTY BOUNDARY SURVEY. ALL PROPERTY LINE LOCATIONS SUBJECT TO FULL BOUNDARY SURVEY OF THE DEPICTED PARCEL. ALL DISTANCES SHOWN ARE S.C. STATE GRID SCALE.

SCALE



LEGEND

— x —	FENCE
— R —	PROPERTY LINE
---	RIGHT-OF-WAY
////	PERMANENT EASEMENT
////	TEMPORARY WORKSPACE
POC	POINT OF COMMENCEMENT
POB	POINT OF BEGINNING

RID:	
DWN BY:	RER DATE: 06/02/2023
CHK BY:	GJ DATE: 06/28/2023
REV.:	C DATE: 06/28/2023
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DOMINION ENERGY SOUTH CAROLINA, INC.
CONWAY TO MYRTLE BEACH
PROPOSED 12" PIPELINE EASEMENT EXHIBIT
CROSSING PROPERTY OF TRACT HO-005.000
SC PUBLIC SERVICE AUTHORITY
HORRY COUNTY, SOUTH CAROLINA