



CITY COUNCIL MEETING
CITY HALL COUNCIL CHAMBERS
229 MAIN STREET, CONWAY, SC 29526
MONDAY, AUGUST 5, 2024 - 4:00 PM

PLEASE SILENCE ALL ELECTRONIC DEVICES

I. CALL TO ORDER

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

III. CONSENT AGENDA

- A. Final Reading of Ordinance #ZA2024-08-05 (A) to annex approximately 127 acres of property located on John Doctor Road and Highway 905 (PIN 339-00-00-0013), and rezone from the Horry County Commercial Forest Agriculture (CFA) district, Residential, no mobile homes allowed (SF40) district, and Residential, no mobile homes allowed (SF20) district to the City of Conway Low-Density Residential (R) district.
- B. Final Reading of Ordinance #2024-08-05 (B), an ordinance to adjust the tax millage rate in the FY 24-25 budget.
- C. Final Reading of Ordinance #2024-08-05 (C), an ordinance granting a water and sewer utility easement to 1707 9th Avenue (PIN 368-02-02-0028) across property of the City of Conway (PIN 368-02-02-0036) running from Wright Blvd to 1707 9th Avenue.
- D. Approval of the Purchase of a Wheel Loader and Excavator for the Public Works Department (Budgeted)
- E. Approval of a Special Event – Halloween Golf Cart & CCU Homecoming Parade – October 19, 2024
- F. Approval of Purchase of Vehicles for Police Department (budgeted)
- G. Approval of Purchase of Water Meters for Public Utilities (budgeted)
- H. Approval of Purchase of a Vehicle for IT Department (budgeted)
- I. Resolution Accepting Dedication of Roadways & Drainage System in the Wild Wing, Phase 5A Subdivision (Barrington Way, Brook Park Place, and Hardwood Court)

“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.”

J. Approval of July 15, 2024 Council Meeting Minutes

IV. PUBLIC INPUT

V. SPECIAL PRESENTATION

Presentation of Longevity Awards – July 2024 – 5 Years: William “Ashley” Smith, Recreation; 5 Years: Robert DeGiovine, Public Utilities; 5 Years: Jarred Hucks, Public Utilities; 10 Years: Matthew “Garth” Holt, Police; 10 Years: Ancil “Monty” Martin, Hospitality & Beautification; 10 Years: Bryson Gillig, Hospitality & Beautification; 10 Years: Michael Greene, Recreation; 10 Years: James Floro, Recreation; 20 Years: Lynn Smith, Human Resources; 20 Years: Bryan Williams, Recreation

VI. FIRST READING

- A. First Reading of Ordinance #ZA2024-08-19 (A) to annex approximately 5 acres of property located at 2493 East Highway 501 (PIN 383-14-02-0002), and rezone from the Horry County Highway Commercial (HC) to the City of Conway Light Industrial (LI) district. (Hucks)
- B. First Reading of Ordinance #ZA2024-08-19 (B) to annex approximately 0.8 acres of property located at 420 Maplewood Circle (PIN 324-06-04-0013), and rezone from the Horry County Residential District (SF40), no mobile homes allowed to the City of Conway Low/Medium Residential (R-1) District. (Hucks)
- C. First Reading of Ordinance #ZA2024-08-19 (C) to annex approximately 1.02 acres of property located at 4221 Siwel Road (PIN 295-16-01-0010), and rezone from the Horry County Commercial Forest Agriculture district (CFA) to the City of Conway Low/Medium Residential (R-1) District. (Hucks)
- D. First Reading of Ordinance #ZA2024-08-19 (D) to annex approximately 0.34 acres of property located at 5205 Columbia Street (PIN 383-08-02-0045), and rezone from the Horry County Residential District (SF10), no mobile homes allowed to the City of Conway Low/Medium Residential (R-1) District. (Hucks)
- E. First Reading of Ordinance #ZA2024-08-19 (E), amending *Article 4 – Use Tables* and *Article 5 – Specific Use Regulations*, of the City of Conway *Unified Development Ordinance (UDO)*, regarding mobile car wash / detailing facilities and/or businesses. (Hucks)
- F. First Reading of Ordinance #ZA2024-08-19 (F), amending *Article 2 – Definitions*, *Article 5 – Specific Use Regulations*, and *Article 6 – Design Standards*, of the City of Conway *Unified Development Ordinance (UDO)*, regarding requirements for corner lots and lots with double frontage. (Hucks)

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G. First Reading of Ordinance #ZA2024-08-19 (G), amending *Article 11 – Signage* and *Article 15 – Enforcement*, of the City of Conway *Unified Development Ordinance (UDO)*, regarding signs placed on public property and/or within public rights-of-way, as well as violations of the UDO and penalties for such violations. (Hucks)

H. First Reading of Ordinance #2024-08-19 (H), to close and abandon an unimproved 25-ft Private Alley and a 35-ft Private Right of Way (PIN 338-09-02-0014, 338-09-02-0011, 338-09-02-0010, 338-09-02-0009, 338-09-02-0008 and 338-09-02-0007). (Hucks)

VII. CONSIDERATION

A. Consideration of Bid for Public Works Annual Asphalt Contract (Harrelson)

B. Consideration of a Special Event – Rivertown Reindeer Run – December 7, 2024 (Rogers)

VIII. CITY ADMINISTRATOR’S REPORT

IX. COUNCIL INPUT

X. WORKSHOP

XI. EXECUTIVE SESSION

A. Discussion Incident to the Employment of a Public Utilities Employee [pursuant to SC Code §3-4-70 (A) (1)].

B. Discussion Relative to Contractual Services [pursuant to SC Code §30-4-70 (A) (2)].

XII. RECONVENE FROM EXECUTIVE SESSION

XIII. POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION

XIV. 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 August 5, 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: AUGUST 5, 2024

ITEM: III.A.

ISSUE:

Final Reading of Ordinance #ZA2024-08-05 (A) to annex approximately 127 acres of property located on John Doctor Rd & Hwy 905 (PIN 339-00-00-0013), and rezone from the Horry County Commercial Forest Agriculture (CFA) district, Horry County Residential, no mobile homes allowed (SF40) district and the Horry County Residential, no mobile homes allowed (SF20) district to the City of Conway Low-Density Residential (R) district.

BACKGROUND:

In June 2024, the applicant submitted an annexation and rezoning application for the subject property, located on John Doctor Rd and Hwy 905. The property is currently vacant. The applicant is seeking to annex the property for residential development, under the city's default zoning district of 'R' – Low-Density Residential, which requires a minimum lot size of 10,000 sq. ft. Because the property is contiguous to property already in the city limits, before any development could occur, the applicants would be required to *request* annexation.

Per Section 3.2.17 of the UDO, the intent of the "R" district is to provide for the preservation and expansion of areas for low-density, detached single-family residential development in the City of Conway. The district shall present a relatively spacious character, promote quiet, livable neighborhoods, and prohibit uses that are incompatible with the residential nature of the surrounding areas.

CITY OF CONWAY COMPREHENSIVE PLAN:

The future land use map of the *Comprehensive Plan* also identifies the entire parcel as *Low-Density Residential*.

Surrounding properties – zoning and uses:

There are several zoning districts within the immediate area of the subject property; most of which are county zoning districts. The subject property is split-zoned three (3) different zoning districts: CFA, SF40 and SF20; however, a majority is zoned CFA.

- **CFA** permits site built or manufactured homes on lot sizes a minimum of a half-acre (21,780 sq. ft.)
 - Some of the subject property abuts "Golden Leaf Rd", which is off John Doctor Rd. There are several lots zoned CFA that face John Doctor Rd and Golden Leaf Rd that are approx. 6,900 to 8,700 sq. ft. in size. These lots would be considered legal nonconforming. Some of them are also currently vacant and are located within the city's service area. If developed, the owners would have to seek annexation as well if they become contiguous.
 - CFA is a "retired" zoning district. Properties cannot be rezoned to this district.

- **SF40** permits single-family site-built homes only (no manufactured homes allowed) on lot sizes a minimum of 40,000 sq. ft., or 0.92 acres (approx.)
- **SF20** permits single-family site-built homes only (no manufactured homes allowed) on lot sizes a minimum of 20,000 sq. ft., or 0.46 acres (approx.)
 - Several properties abutting the subject property are zoned SF20 (Cedar Ln; Shady Ln), yet do not meet the minimum lot size requirements, and are considered legal nonconforming, in that they do not meet the lot size requirements and they contain manufactured homes.

Other zoning districts in the immediate area include:

- **(County) Transportation Related Services (TRS)** – allows uses that are auto reliant or focused on providing services for autos, public/private transportation facilities, services, and communication facilities.
 - There is one parcel zoned TRC directly abutting the subject property with frontage on Hwy 905. There are 2 other parcels across Hwy 905, at the corner of Hwy 905 and Old Pireway Rd, also zoned TRS.
 - TRS is a “retired” zoning district. Properties can no longer be rezoned to TRS.
- **(County) Office, Professional, Institutional (OPI)** – office developments, hospitals, and nursing homes.
 - There is one parcel at the corner of Hwy 905 and Starview Rd zoned OPI, approx. 1.19 acres in size.
 - OPI is a retired zoning district. Properties can no longer be rezoned to OPI.
- **(County) Multi-Residential One (MRD1)** – allows for mixed residential development in rural areas of the county.
 - There is one parcel zoned MRD1, approx. 1.23 acres in size, located on the opposite side of Hwy 905. There is another parcel zoned MRD1 not far from this one that is also on the opposite side of Hwy 905, approx. 100 acres in size.
- **(County) Planned Development District (PDD)** – allows for a mixture of residential, commercial, office, industrial uses on a single site provided that a written narrative and conceptual plan are submitted.
 - The subject property is adjacent to the Hopes Crossing PDD, which is a Habitat for Humanity Community, with lot sizes averaging 0.28 to 0.30 acres, or 12,000 to 13,000 sq. ft. The homes within Hopes Crossing are single-family, site-built homes.
- **(County) MSF20** – allows single-family site built OR manufactured homes on lot sizes a minimum of 20,000 sq. ft., or 0.46 acres.
 - Rhodes Rd, across Hwy 905 from the subject property, has lot sizes ranging from 0.26 to 0.51 acres (11,300 to 22,200 sq. ft.). Most of the properties on Rhodes Rd contain manufactured homes. All of them are within the city’s utility service area.
- **(City) Low/Medium-Density Residential (R-1)** – allows for single-family, site-built homes on lot sizes a minimum of 7,500 sq. ft.
 - There are several parcels on the Conway side of John Doctor Rd and across Hwy 905 zoned R-1. Over the last few years, several parcels within the Langston Heights subdivision have been annexed

into the city, even though the subdivision was approved and developed in Horry County. Lot sizes in Langston Heights average half an acre to one acre in size, yet the zoning district (SF40) requires a minimum lot size of 40,000 sq. ft. There is also a small mobile home park at the corner of Hwy 905 and John Doctor Rd (on Langston Dr.) that is in the city limits, zoned R-1, which is considered legal nonconforming. Per County Land Records, the property was annexed in 2011.

Per *Section 6.1.3 – Designation of Zoning for Annexed Areas (A)*, “when property has not been specifically included within a district or where property has become a part of the City of Conway by annexation, **such areas shall be automatically be classified as Low Density Residential (R)** for parcel(s) that can be developed as major developments, and Low/Medium Density Residential (R-1) for parcel(s) that can be developed as a minor development until such classification be changed by an amendment to the Ordinance.”

Per *Section 6.1.3 (B)*, “Where property is under consideration for annexation and the **property owner has requested a classification other than Low Density Residential (R)** for parcel(s) that can be developed as major developments or Low/Medium Density Residential (R-1) for parcel(s) that can be developed as a minor development, the **City Council shall receive a recommendation from the Planning Commission and City staff concerning the appropriate zoning classification** prior to a final vote to annex the property.”

Per *Section 6.1.3 (C)*, “**Planning Commission shall hold a public hearing** in accordance with the requirements set forth in Article 13, **when a zoning classification different from the surrounding in-city zoning is requested** for property under consideration for annexation.”

Based on the above language in the UDO, *Planning Commission is not required to provide a recommendation* because the default zoning classification of “R” is being requested upon annexation. The “R” (low-density residential) zoning district is a relatively new district, and before R was adopted as the default zoning district, the R-1 district was the “low-density” residential district and default zoning classification upon annexation. As such, the surrounding “in-city” property, currently zoned R-1, was considered the “low-density” residential district at the time of annexation and staff would consider the subject property, although no longer the same designation as the surrounding properties, the same classification being requested for the subject property as was requested for and/or assigned to the surrounding in-city properties at the time of their annexation.

STAFF RECOMMENDATION:

The subject property is within the city’s utility service area. Regardless of whether Council chooses to annex now or sometime in the future, it is highly likely that the property will eventually be in-city property. If developed in Horry County, the same situation could occur on this property that has been occurring for lots within Langston Heights. Every time a lot is sold or a permit for construction of a home is requested, the owner will be directed to the City to request annexation. While the lots within

Langston Heights well exceed the minimum lot size requirements for the R-1 district, they do not meet any of the City's residential design standards, there are no sidewalks within the subdivision, and no requirement to install street trees because the plans were approved in Horry County.

Additionally, the R district will require a minimum lot size of 10,000 sq. ft. with 25' front and rear yard setbacks, 25' corner front yard setbacks, and 10' side yard setbacks. Many of the properties in the immediate area, although zoned to require larger lot sizes, are legal nonconforming with respect to lot size as well as the type of residential structure that is permitted within the zoning district. If annexed into the city limits, only site built residential structures would be permitted and the most current design standards would be applicable to the development. While we cannot *require* the property to be developed as a conservation subdivision, the applicant has expressed their interest in developing the property as a conservation subdivision, which will further the city's interest in preserving environmentally sensitive areas that exist on properties containing flood zones or wetlands. According to a wetland survey provided by the applicant, there are approximately 9.29 acres of wetlands on the subject property, but with the exception of a very small "x-shaded" flood zone shared with an adjacent property, no flood zones are present. A conservation subdivision will also require 100' buffers adjacent to rights-of-way and 50' perimeter buffers along property boundaries that must remain undisturbed. Additionally, a conservation subdivision will require that 30% of upland area be preserved as Open Space, which is significantly more than what would be required for a standard development.

Finally, there is another development, Rivers Edge Village, currently being reviewed, that will have access and frontage along John Doctor Rd, also being developed as a conservation subdivision. While previous annexation requests have not been successful nor supported by staff due to the fact that, at the time, there were no developments (in-city) with access on John Doctor Rd, the Rivers Edge Village subdivision does front John Doctor Rd, and that property was annexed as R-1 in the year 2000.

For these reasons, **staff would recommend approval of annexation of the subject property.**

CITY COUNCIL:

City Council approved First Reading of the ordinance at their July 15, 2024, meeting.

ATTACHMENTS: Application; GIS Maps

ORDINANCE #ZA2024-08-05 (A)

AN ORDINANCE TO ANNEX APPROXIMATELY 127 ACRES OF PROPERTY LOCATED ON JOHN DOCTOR RD AND HWY 905 (PIN 339-00-00-0013), AND REZONE FROM THE HORRY COUNTY COMMERCIAL FOREST AGRICULTURE (CFA) DISTRICT, HORRY COUNTY RESIDENTIAL, NO MOBILE HOMES ALLOWED (SF40) DISTRICT, AND THE HORRY COUNTY RESIDENTIAL, NO MOBILE HOMES ALLOWED (SF20) DISTRICT TO THE CITY OF CONWAY LOW-DENSITY RESIDENTIAL (R) DISTRICT.

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

SECTION 1. FINDINGS:

A petition has been submitted to the City Council of the City of Conway to annex approximately 127 acres of property described herein and represented on a map. The City Council of the City of Conway has determined that the annexation of this area into the City of Conway will be to the advantage of the municipality.

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

ALL AND SINGULAR, those certain parcels, lots, or tracts of land in Conway Township, County and State aforesaid, containing approximately 127 acres of property located on John Doctor Rd and Hwy 905 (PIN 339-00-00-0013), and request to rezone from the Horry County Commercial Forest Agriculture (CFA) district, Horry County Residential, no mobile homes allowed (SF40) district, and the Horry County Residential, no mobile homes allowed (SF20) district to the City of Conway Low-Density Residential (R) district.

This annexation includes all waterways, roads, and rights-of-way adjacent to the property.

For a more specific description of said property, see attached map.

SECTION 2. APPLICATION OF ZONING ORDINANCE:

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

SECTION 3. EFFECTIVE DATE:

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

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

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

| | |
|----------------------------------|--|
| _____ Barbara Jo Blain, Mayor | _____ Larry A. White, Mayor Pro Tem |
|----------------------------------|--|

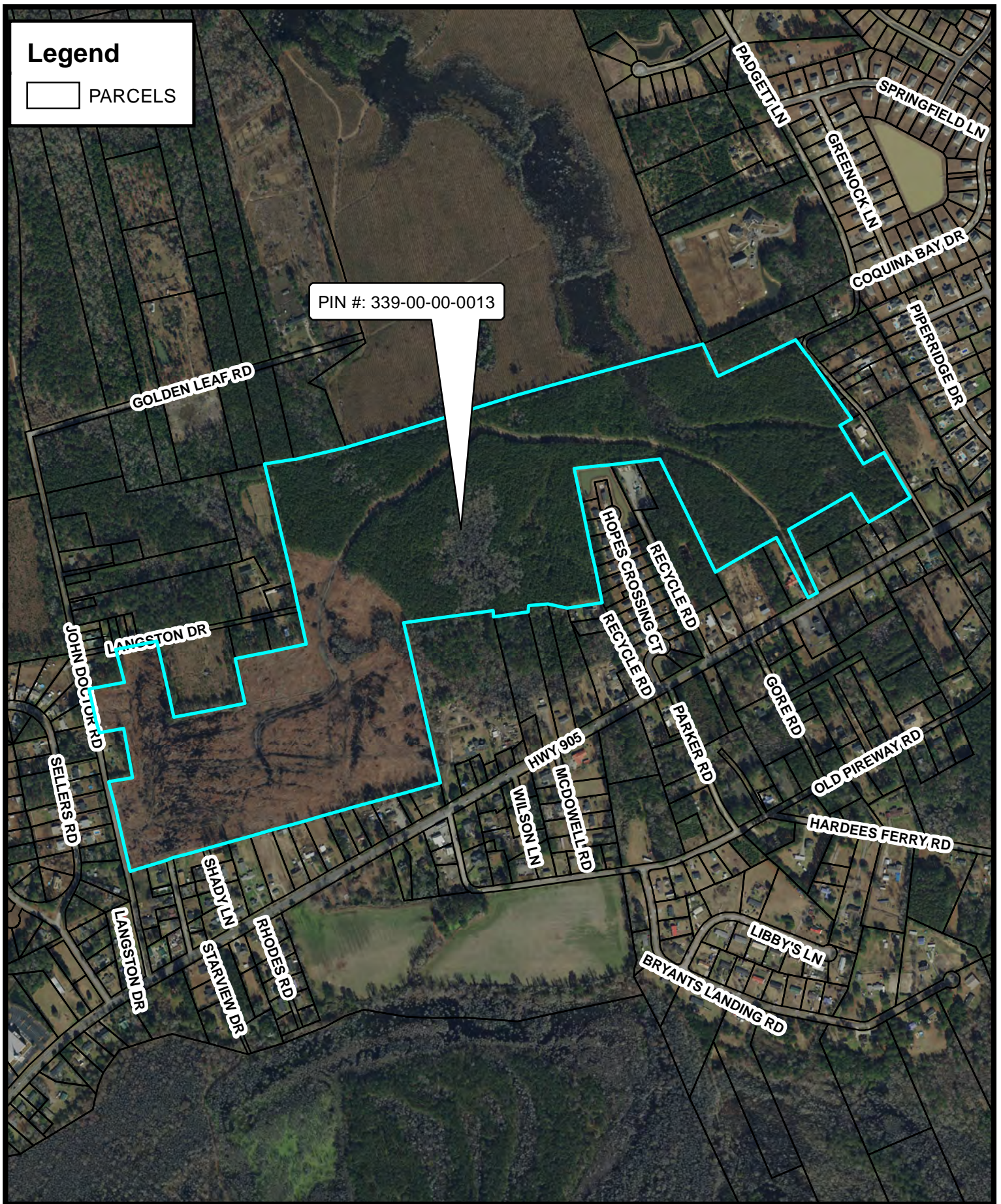
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| _____ Amanda Butler, Council Member | _____ William M. Goldfinch IV, Council Member |
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|---|-------------------------------------|
| _____ Julie Ann Hardwick, Council Member | _____ Beth Helms, Council Member |
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| _____ Justin D. Jordan, Council Member | _____ ATTEST: Alicia Shelley, City Clerk |
|---|---|

First Reading: July 15, 2024

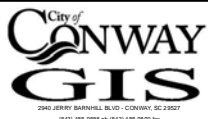
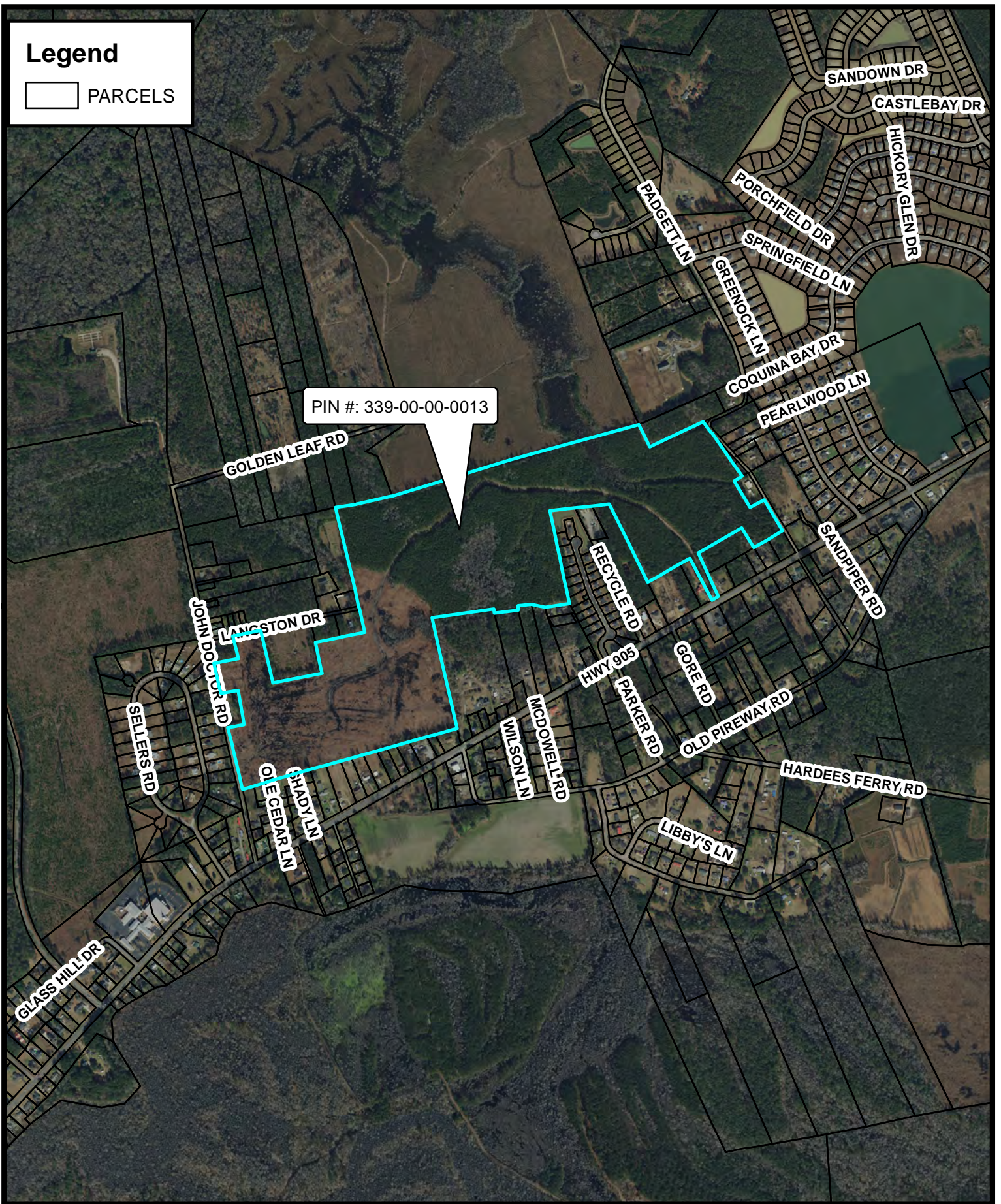
Final Reading: _____



Legend

PARCELS

PIN #: 339-00-00-0013

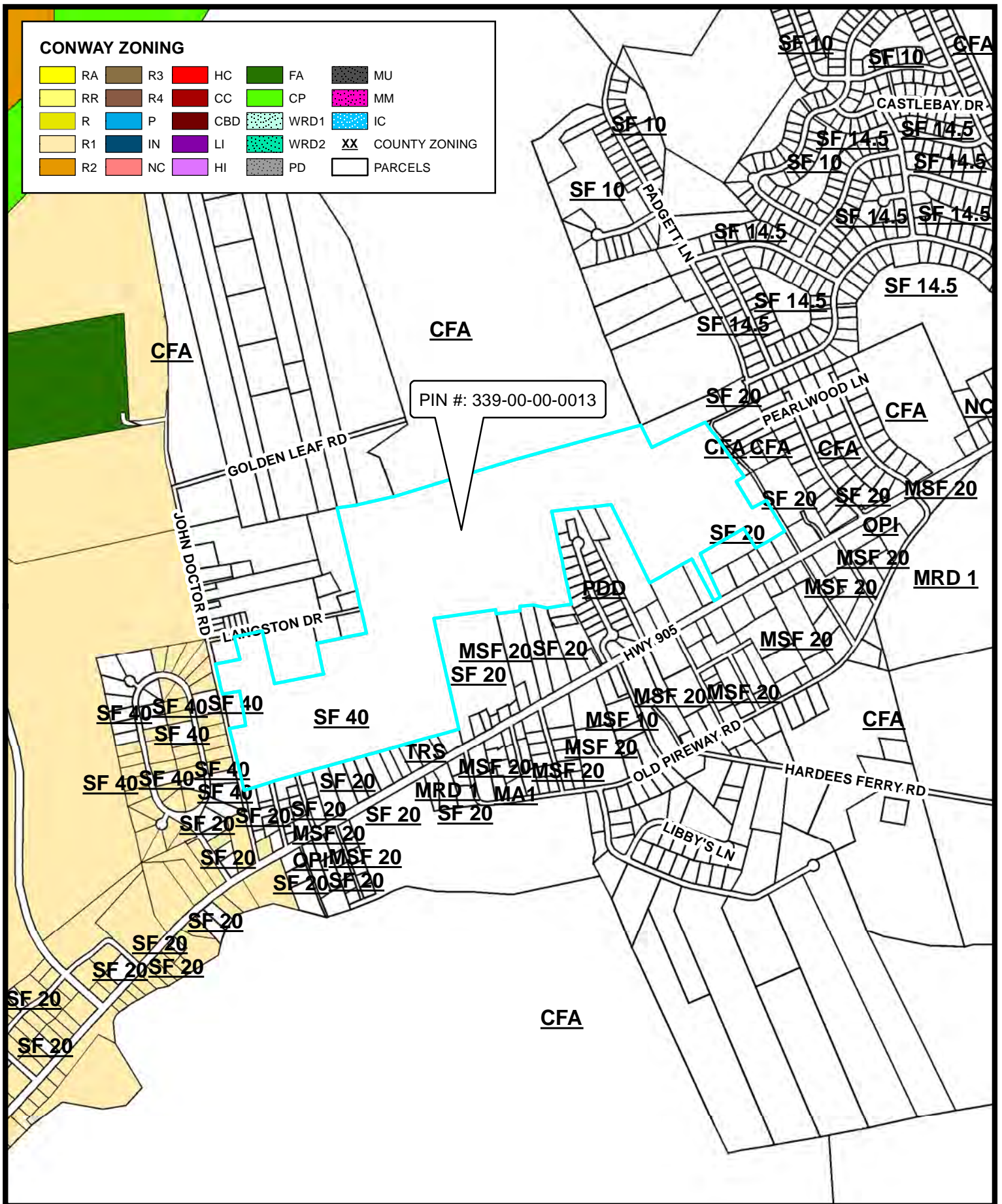


Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.










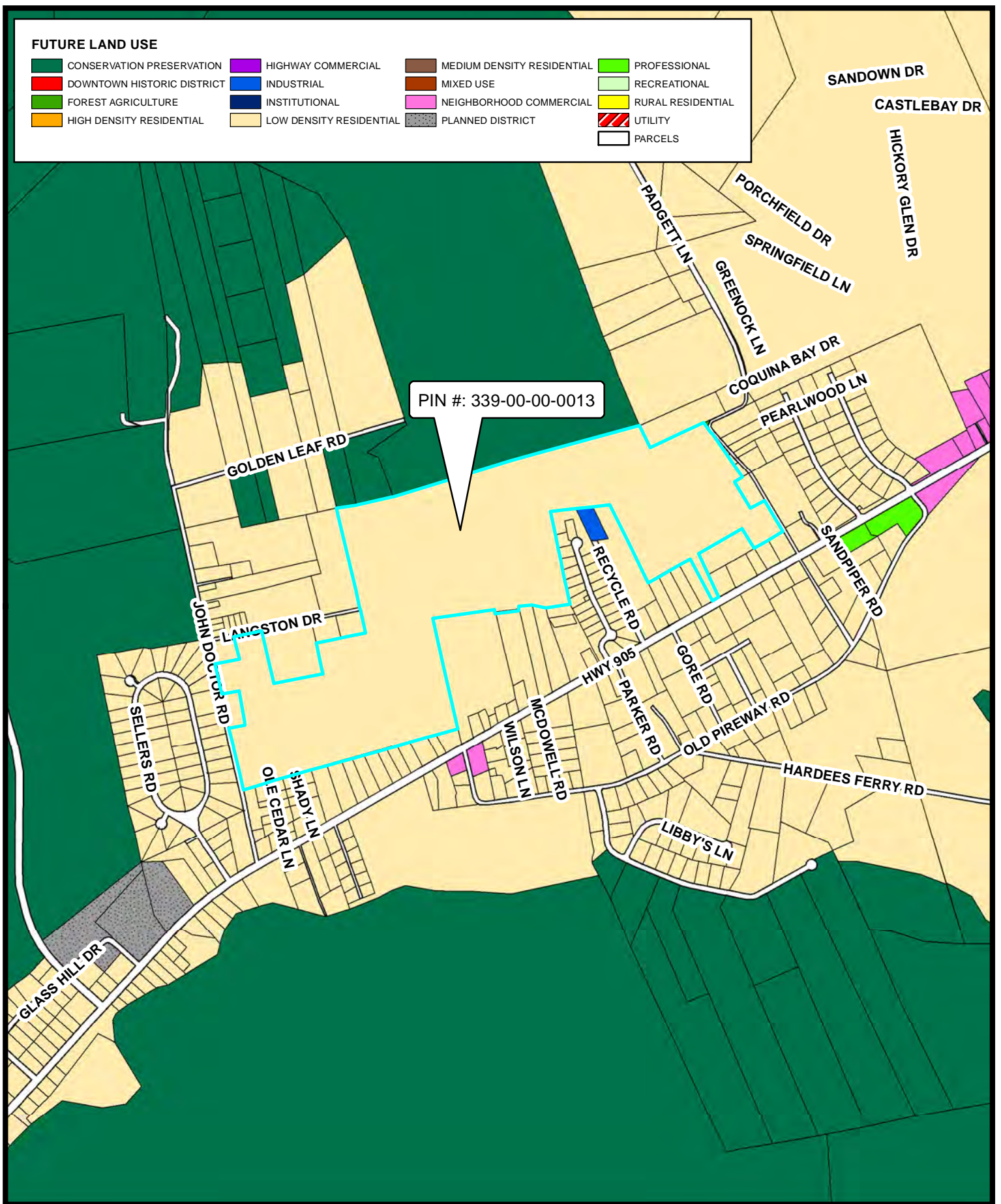
PIN #: 339-00-00-0013
TMS #: 124-00-01-082
JOHN DOCTOR RD & HWY 905
(P24-0159)










FUTURE LAND USE

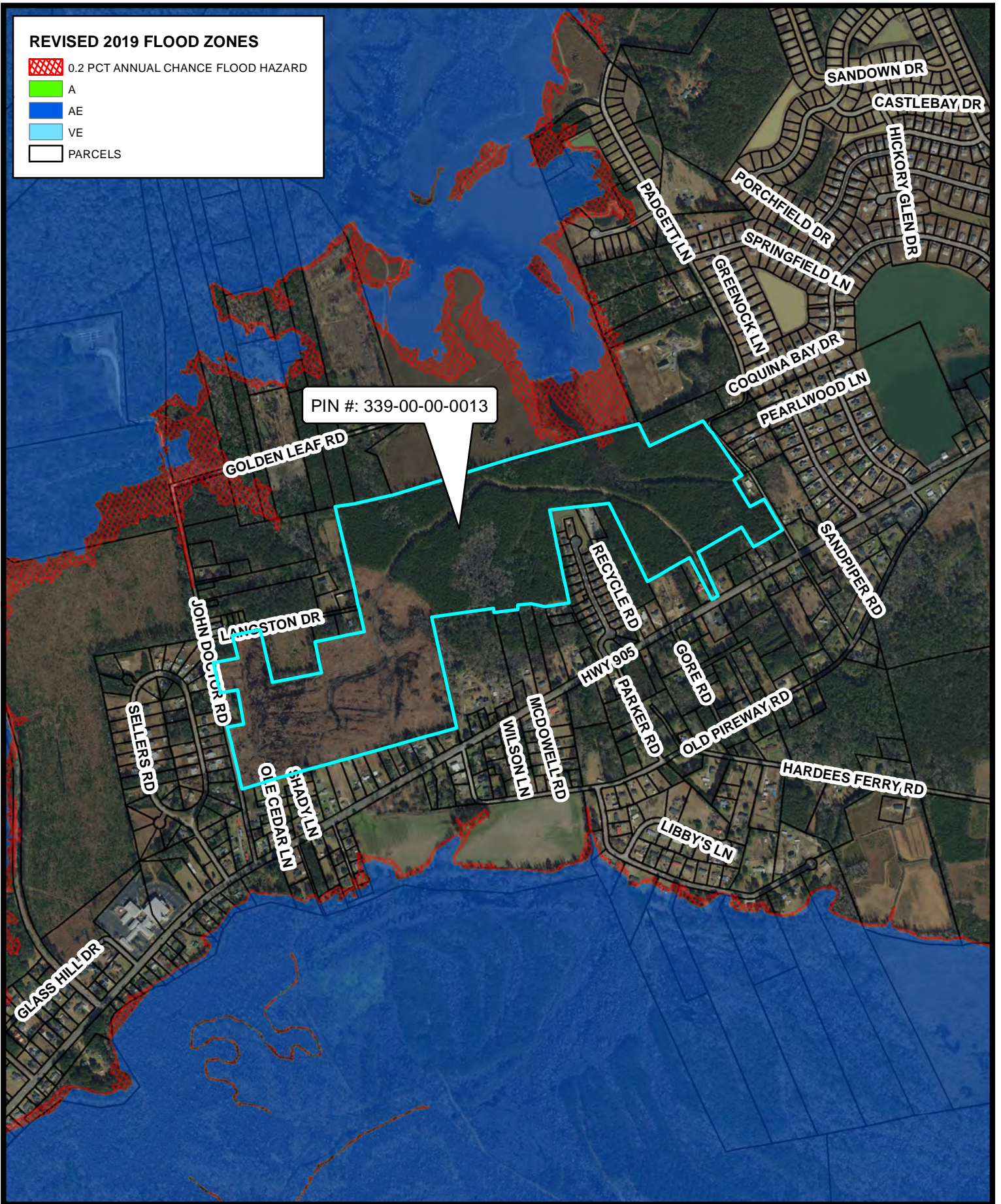
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|  CONSERVATION PRESERVATION |  HIGHWAY COMMERCIAL |  MEDIUM DENSITY RESIDENTIAL |  PROFESSIONAL |
|  DOWNTOWN HISTORIC DISTRICT |  INDUSTRIAL |  MIXED USE |  RECREATIONAL |
|  FOREST AGRICULTURE |  INSTITUTIONAL |  NEIGHBORHOOD COMMERCIAL |  RURAL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

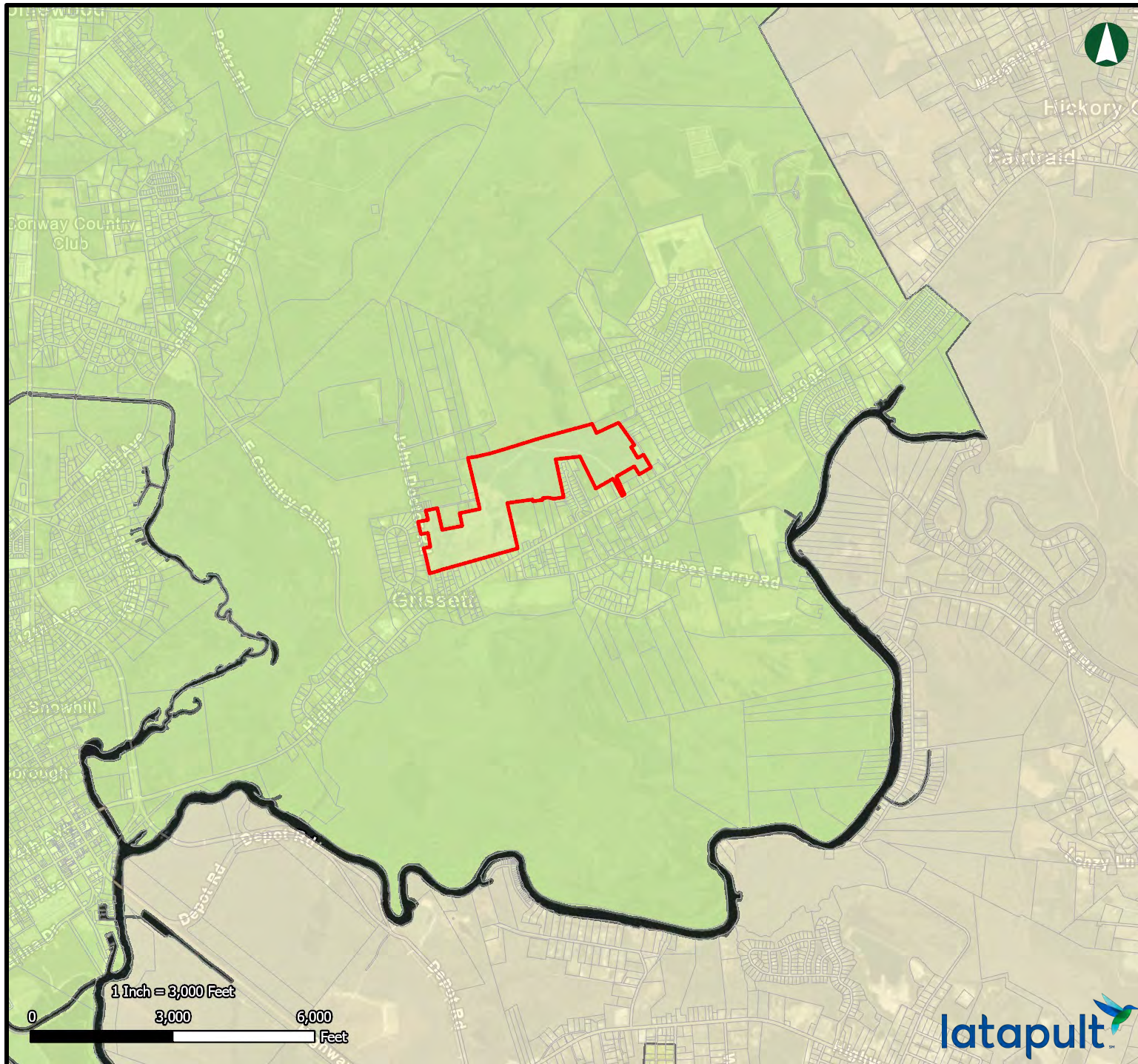


REVISED 2019 FLOOD ZONES

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

PIN #: 339-00-00-0013



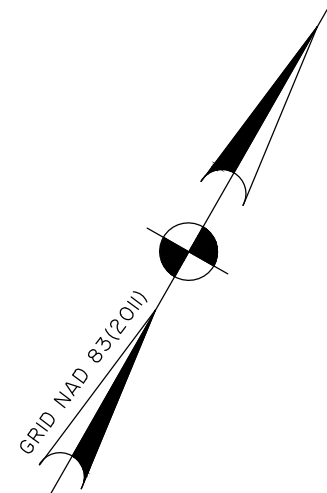


Latapult Map

Service Area Map
06/17/2024

- Bucksport W and GSWA S
- Conway W and GSWA S
- Conway W and S
- GSWA W and S
- Little River W and S
- Loris W and S
- MB W and S
- Marco W and GSWA S
- NMB W and S
- Parcels



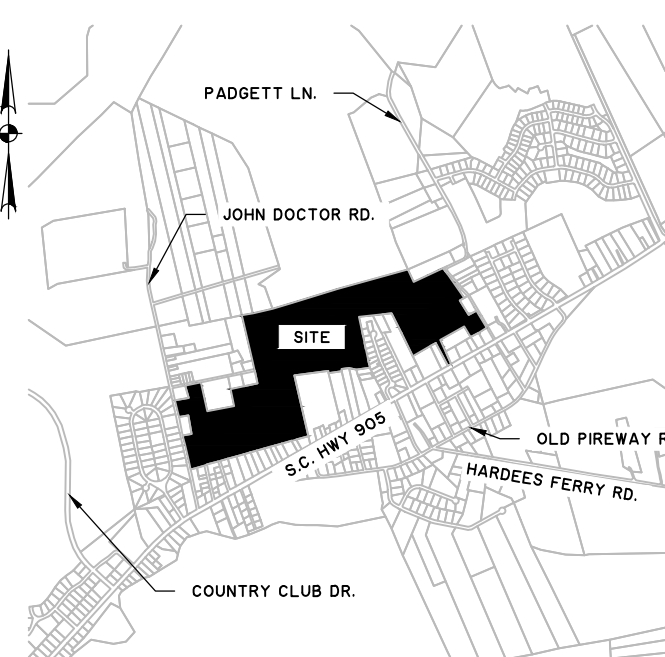


■ CONC. MONUMENT FOUND
 □ RAILROAD IRON FOUND
 ● IRON REBAR FOUND (SIZE NOTED)
 ○ 5/8" IRON REBAR SET
 * IRON PIPE FOUND (SIZE NOTED)
 ⊗ AXLE FOUND

| LINE TABLE | | |
|------------|------------------|--------|
| LINE | BEARING | LENGTH |
| L1 | S 6°01'05" W | 50.21 |
| L2 | S 6°01'05" W | 107.00 |
| L3 | N 4°04'14.77" E | 37.00 |
| L4 | S 8°33'42.95" W | 158.05 |
| L5 | S 8°33'42.96" W | 140.41 |
| L6 | S 8°33'29.47" W | 219.17 |
| L7 | S 8°23'39.15" W | 332.08 |
| L8 | N 13°02'24.92" E | 240.45 |
| L9 | S 8°33'31.49" W | 12.93 |
| L10 | S 8°33'31.49" W | 95.94 |
| L11 | S 13°02'22" E | 19.09 |
| L12 | S 8°23'25.20" W | 208.69 |
| L13 | S 13°02'25.15" E | 240.45 |
| L14 | S 7°44'18.59" W | 306.04 |
| L15 | S 7°44'21.93" W | 475.19 |
| L16 | S 7°44'21.93" W | 250.73 |
| L17 | S 7°44'12.21" W | 370.27 |
| L18 | N 7°17'54.47" E | 166.45 |
| L19 | N 7°17'54.47" E | 155.15 |
| L20 | N 1°54'54.54" W | 26.43 |
| L21 | N 7°03'30.44" E | 211.05 |
| L22 | N 12°33'58.91" E | 207.80 |
| L23 | N 7°17'41.05" E | 248.54 |
| L24 | N 7°17'41.05" E | 248.54 |
| L25 | N 7°03'30.44" E | 203.38 |

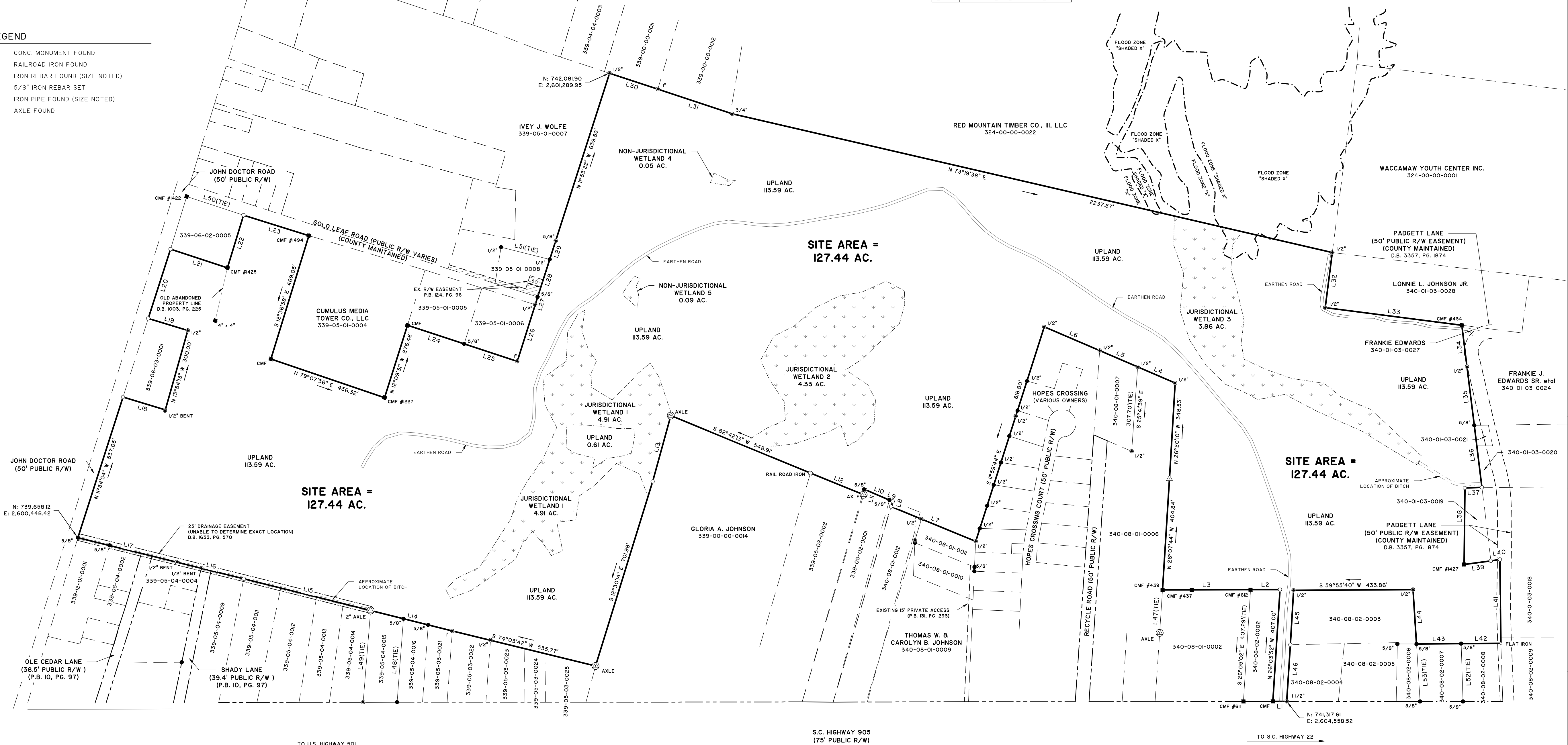
| LINE TABLE | | |
|------------|-----------------|--------|
| LINE | BEARING | LENGTH |
| L26 | N 10°05'08" W | 216.04 |
| L27 | N 1°24'01" W | 29.71 |
| L28 | N 1°40'31" W | 143.10 |
| L29 | N 1°55'00" W | 7118 |
| L30 | N 7°28'29"36" E | 184.68 |
| L31 | N 72°34'04" E | 285.14 |
| L32 | N 72°34'04" E | 285.14 |
| L33 | N 3°39'03" E | 500.36 |
| L34 | S 36°4'716" E | 1519.3 |
| L35 | S 36°49'08" E | 214.63 |
| L36 | S 36°45'25" E | 227.34 |
| L37 | S 36°45'25" W | 227.34 |
| L38 | S 2°20'00" E | 278.00 |
| L39 | S 52°38'59" E | 98.08 |
| L40 | N 50°47'52" E | 331.3 |
| L41 | S 2°02'35" E | 305.01 |
| L42 | S 2°02'35" E | 305.01 |
| L43 | S 59°46'48" W | 162.30 |
| L44 | N 3°21'35" W | 98.06 |
| L45 | S 2°20'20" E | 198.21 |
| L46 | S 25°56'08" E | 206.31 |
| L47 | S 25°56'08" E | 196.77 |
| L48 | S 25°56'48" E | 204.57 |
| L49 | S 25°50'03" E | 334.48 |
| L50 | S 78°50'34" W | 217.85 |
| L51 | S 74°2'23" W | 182.29 |
| L52 | S 3°30'15" W | 206.31 |
| L53 | S 33°12'23" E | 209.38 |

| | |
|------------------------------|-------------------|
| WETLANDS | 13.24 AC. |
| UPLANDS | 114.20 AC. |
| (INCLUSIVE OF UPLAND ISLAND) | |
| TOTAL AREA | 127.44 AC. |



VICINITY MAP not to scale

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WETLAND MAP OF

**THE LANDS OF
BURROUGHS & CHAPIN
COMPANY, INC.
TOTALING 127.44 AC.**

CONWAY TOWNSHIP
HORRY COUNTY, SOUTH CAROLINA

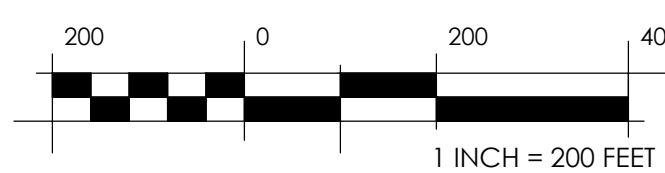
prepared for
LENNAR CAROLINAS, LLC

| | | | |
|-----|----------|----|------|
| | | | |
| | | | |
| | | | |
| No. | Revision | By | Date |



611 Burroughs & Chapin Blvd. • Suite 202
Myrtle Beach, SC 29577 • 843.839-3545

www.thomasandhutton.com



| | | | | |
|-----------|-------|----------|--------|------|
| plat | drawn | reviewed | field | crew |
| 5/16/2024 | JED | MDS | 5/2024 | LS |

job 31654.0000w01

SHEET 1 OF 1



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

Is there a structure on the lot: No Structure Type: n/a

Current Use: Undeveloped, Timber Management

Are there any wetlands on the property?

CIRCLE: YES ☒ NO ☐

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

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

CIRCLE: YES ☐ NO ☐

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

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

CIRCLE: YES ☐ NO ☐

If yes, please describe.

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

CIRCLE: YES ☐ NO ☐

If yes, please provide permit number and jurisdiction.

FEES ARE DUE AT SUBMITTAL.

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

PLEASE SUBMIT TO THE PLANNING & DEVELOPMENT DEPARTMENT

planning@cityofconway.com



Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

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

www.cityofconway.com

Notice

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

PHYSICAL ADDRESS OF PROPERTY: John Doctor Road, Highway 905, Padgett Road FEE PAID () YES () NO

AREA OF SUBJECT PROPERTY (ACREAGE): 127.4 PIN: 33900000013

CURRENT ZONING CLASSIFICATION: CFA, SF 40, SF 20

COMPREHENSIVE PLAN 2035 FUTURE LAND USE: Low Density Residential

REQUESTED ZONING CLASSIFICATION: R

NAME OF PROPERTY OWNER(S):

BURROUGHS & CHAPIN COMPANY INC

PHONE # _____

PHONE # _____

MAILING ADDRESS OF PROPERTY OWNER(S):

8820 MARINA PKY MYRTLE BEACH, SC 29572

8820 MARINA PKY MYRTLE BEACH, SC 29572

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

[Signature]

PROPERTY OWNER'S SIGNATURE(S)

6/6/2024

DATE

PROPERTY OWNER'S SIGNATURE(S)

DATE

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

LETTER OF AGENCY

To: City of Conway

Re: PIN/TMS Number(s): 339-00-00-0013

Property Address: N/A

Property Location: John Doctor Rd & Hwy 905

Property Owner (s): Burroughs & Chapin Company, Inc.
(Please Print Full Name)

In connection with the referenced property, I hereby appoint the person shown below as my agent for the sole and limited purpose of filing such application for project approval as defined below as the Reason for Agency.

Authorized Agent: Thomas & Hutton
(Please Print Full Name)

Reason For Agency: Annexation

Business License #: _____

Agent's Address: 611 Burroughs & Chapin Blvd., Suite 202, Myrtle Beach, SC 29577

Agent's Telephone Number: 843-839-3545

Spencer W. Wilson
Witness

Burroughs & Chapin Company, Inc.

By: Philip Blake Arp

Name: Philip Blake Arp

Title: Vice President

Date: June 6, 2024

DATE: AUGUST 5, 2024
ITEM: III.B.

ISSUE:

Final reading of Ordinance #2024-08-05 (B), an ordinance to adjust the tax millage rate in the FY 24-25 budget.

BACKGROUND:

Tax year 2024 is a required reassessment year for real property in Horry County. On June 27th, the Horry County Assessor's Office provided tax reassessment results to Horry County municipalities. As a result of that reassessment, the City of Conway is required by SC Code Section 12-37-251 (E) to calculate a "rollback millage" rate. Staff has now completed that calculation based on the tax assessment values provided by the Assessor's Office. That calculation results in a 5.5 mill decrease in the City's millage rate from 87.7 mills to 82.2 mills. A property tax increase was approved during the FY 24-25 Budget to cover the necessary salary increase for Public Safety. The rollback millage of 82.2 will increase to 95.3. The City is within its authority to increase taxes under millage rate cap provisions in Section 6-1-320 of the South Carolina Code of Laws. That provision allows a municipality to increase the millage by a combined increase in population plus the consumer price index for the current year and the three previous years. The proposed ordinance would implement the recommended millage rate of 95.3 mills for the City of Conway.

City Council approved first reading of Ordinance #2024-08-05 (C) at their July 15, 2024 meeting.

RECOMMENDATION:

Approve final reading of Ordinance #2024-08-05 (C) to adjust the tax millage rate in the FY 24-25 budget.

ORDINANCE #2024-08-05 (B)

**AN ORDINANCE TO ADJUST THE TAX MILLAGE RATE
IN THE FY 2024-25 BUDGET**

- WHEREAS,** on June 3, 2024, Conway City Council adopted Budget Ordinance #2024-06-03 (A) for the City of Conway, South Carolina, for the fiscal year beginning July 1, 2024, and ending June 30, 2025; and
- WHEREAS,** that ordinance anticipated an adjustment in the tax millage rate as a result of the 2024 property tax reassessment being finalized by the Horry County Assessor; and
- WHEREAS,** Horry County has now provided updated tax assessment value projections for real property located within the City of Conway; and
- WHEREAS,** the “roll-back millage” rate calculated by the method prescribed in SC Code Section 12-37-251 (E) results in the millage rate from 87.7 mills to 82.2 mills; and
- WHEREAS,** a property tax increase was approved in the FY 2024-25 budget year to cover the necessary Public Safety salary increases, the City’s tax millage is being increased by 13.1 mills, bringing the millage rate to 95.3 mills in its FY 2024-25 budget: Therefore be it
- ORDAINED,** that the governing body of the City of Conway in Council duly assembled and by the authority of same, does hereby approve a tax millage of 95.3 mills for FY 2024-25; and be it further
- ORDAINED,** that, all ordinances or parts of ordinances in conflict herewith are, to the extent of the conflict, hereby repealed.

DONE AND 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: July 15, 2024

Final Reading: _____

DATE: AUGUST 5, 2024

ITEM: III.C.

ISSUE:

Final reading of Ordinance #2024-08-05 (C), an ordinance granting a water and sewer utility easement to 1707 9th Ave (PIN 36802020028) across property of the City of Conway (PIN 36802020036) running from Wright Blvd to 1707 9th Avenue.

BACKGROUND:

1707 9th Ave has not had an active water and sewer account since October of 2015. They are looking to restore service but, even though the water and sewer previously ran through the lot that is now owned by the city there was never a recorded utility easement. An easement will be required by the city for 1707 9th to have water and sewer service.

City Council approved first reading of Ordinance #2024-08-05 (C) at their July 15, 2024 meeting.

RECOMMENDATION:

Approve final reading of Ordinance #2024-08-05 (C) granting a utility easement to 1707 9th Avenue.

ORDINANCE #2024-08-05 (C)

**GRANTING WATER AND SEWER UTILITY EASEMENT TO 1707 9TH AVENUE
ACROSS PROPERTY OF THE CITY OF CONWAY RUNNING FROM WRIGHT
BLVD TO THE PROPERTY OF 1707 9TH AVENUE**

WHEREAS, the City of Conway is a municipality duly organized and existing under the laws of the State of South Carolina; and

WHEREAS, the City of Conway owns certain real property located between Wright Blvd and 1707 9th Avenue.

WHEREAS, 1707 9th Avenue desires a utility easement for water and sewer service (10) feet in width, running for approximately 84 feet from Wright Blvd to 1707 9th Avenue.

WHEREAS, it is in the best interest of the City of Conway and its citizens that the City of Conway grant said easement to the property of 1707 9th Avenue:
Therefore be it

ORDAINED, by Conway City Council, in Council duly assembled, that the City of Conway does hereby grant unto the property of 1707 9th Avenue an easement over the referenced property, the easement being more particularly described on the right-of-way easement, the same being incorporated herein and made part and parcel hereof by reference; and be it further

ORDAINED, that the City Administrator is hereby authorized to execute said right-of-way easement on behalf of the City of Conway.

EFFECTIVE DATE: This ordinance shall become effective as of the date of the final reading of this Ordinance.

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: July 15, 2024

Final Reading: _____

DATE: AUGUST 5, 2024

ITEM: III.D.

ISSUE:

Purchase of Loader and Excavator

BACKGROUND:

The FY 2024-2025 budget included \$430,000 for the replacement of the wheel loader and purchase of new excavator in the Street Department. Public Works staff received quotes from Dobbs Equipment utilizing Government Purchasing Contracts for a total of \$407,361.41 for both machines. The loader and excavator are in stock and can be delivered next day once the purchase has been completed. City Procurement staff has reviewed the Government Purchasing Contract and approved the use of cooperative purchasing.

RECOMMENDATION:

Request Council approve the purchase of the wheeled loader and excavator for a total of \$407,361.41 from Dobbs Equipment through Government Purchasing Contracts.

Quote Id: 31251129

Prepared For:
CITY OF CONWAY



Prepared By: **GRAYSON INMAN**

Dobbs Equipment
4900 East Highway 501
Aynor, SC 29511

Tel: 843-358-5688

Fax: 843-358-2826

Email: lowell.inman@dobbsequipment.com

Quote Summary**Prepared For:**

CITY OF CONWAY
1001 3RD AVE
CONWAY, SC 29526
Business: 843-248-1770
JBARNHILL@CITYOFCONWAY.COM

Prepared By:

GRAYSON INMAN
Dobbs Equipment
4900 East Highway 501
Aynor, SC 29511
Phone: 843-358-5688
lowell.inman@dobbsequipment.com

3/3000 Comprehensive Warranty

Quote Id: 31251129
Created On: 28 June 2024
Last Modified On: 17 July 2024
Expiration Date: 05 July 2024

| Equipment Summary | Selling Price | Qty | Extended |
|--|-----------------|-----|----------------------|
| 2024 JOHN DEERE 85 P-Tier Excavator - 1FF085PAHRJ001165 | \$ 130,592.22 X | 1 = | \$ 130,592.22 |
| John Deere Extended Warranty-3/3000 Comprehensive | \$ 3,250.00 X | 1 = | \$ 3,250.00 |
| Sub Total | | | \$ 133,842.22 |
| Equipment Total | | | \$ 133,842.22 |

Quote Summary

| | |
|--------------------|----------------------|
| Equipment Total | \$ 133,842.22 |
| SubTotal | \$ 133,842.22 |
| sales tax | \$ 500.00 |
| Total | \$ 134,342.22 |
| Balance Due | \$ 134,342.22 |

Salesperson : X _____

Accepted By : X _____ 29



Extended Warranty Proposal

2024 JOHN DEERE 85 P-Tier Excavator

Date : July 18, 2024

| Machine/Use Information | | Plan Description | Price | |
|-------------------------|---------------------------------|------------------|------------|-------------|
| Manufacturer | JOHN DEERE | Application | Deductible | |
| Equipment Type | 85 P TIER EXCAVATOR GEN A | Coverage | List | \$ 3,250.00 |
| Model | 85 P TIER EXCAVATOR GEN A | Total Months | | |
| Country | US | Total Hours | | |

Extended Warranty is available only through authorized John Deere Dealers for John Deere Products, and may be purchased at any time before the product's Standard Warranty, or Extended Warranty expires.

Extended Warranty Proposal Prepared for:

I have been offered this extended warranty and

Customer Name - Please Print

☒ I ACCEPT the Extended Warranty

☐ I DECLINE the Extended Warranty

Customer Signature

If declined, I fully understand that any equipment listed above is not covered for customer expenses due to component failures beyond the original basic warranty period provided by John Deere.

Note : This is **not** a contract. For specific Extended Warranty coverage terms and conditions, please refer to the actual Extended Warranty contract for more information and the terms, conditions and limitations of the agreement.

What Extended Warranty is :

The Extended Warranty Program is for the reimbursement on parts and labor for covered components that fail due to faulty material or original workmanship that occur beyond the John Deere Basic Warranty coverage period. The agreement is between Deere & Company and the owners of select John Deere Construction and Forestry equipment, who purchase the Extended Warranty Plans for the desired coverage as indicated in this proposal.

What Extended Warranty is not :

Extended Warranty is not insurance. It also does not cover routine maintenance or high wear items, or insurance-related risks/perils such as collision, overturn, vandalism, wind, fire, hail, etc. It does not cover loss of income during or after an equipment failure. See the actual product-specific Extended Warranty agreement for a complete listing of covered components, and limitations and conditions under the program.

Features/Benefits:

- Extended Warranty includes the following features and benefits under the program :
- Pays for parts and labor costs incurred on failed covered components (less any applicable deductibles),
- Does not require pre-approval before repairs are made by the authorized John Deere dealership,
- Payments are reimbursed directly to the dealership with no prepayment required by the contract holder.

2024 JOHN DEERE 85 P-Tier Excavator
Date: July 18, 2024

| Machine/Use Information | | Plan Description | Price | |
|-------------------------|---------------------------------|------------------|------------|---------|
| Manufacturer | JOHN DEERE | Application | Deductible | |
| Equipment Type | 85 P TIER EXCAVATOR GEN A | Coverage | List | \$ 0.00 |
| | 85 P TIER EXCAVATOR GEN A | Total Months | | |
| Country | US | Total Hours | | |

John Deere Preventative Maintenance Proposal Prepared for:

I have been offered this Preventative Maintenance agreement and

 Customer Name - Please Print

☐ I ACCEPT John Deere Preventative Maintenance

☒ I DECLINE John Deere Preventative Maintenance

 Customer Signature

If declined, I fully understand that any equipment listed above is not covered for customer expenses due to component failures beyond the original basic warranty period provided by John Deere.

Note : This is **not** a contract. For specific John Deere Preventative Maintenance coverage terms and conditions, please refer to the actual John Deere Preventative Maintenance contract for more information and the terms, conditions and limitations of the agreement.

Quote Id: 31330020

Prepared For:
CITY OF CONWAY



Prepared By: **GRAYSON INMAN**

Dobbs Equipment
4900 East Highway 501
Aynor, SC 29511

Tel: 843-358-5688

Fax: 843-358-2826

Email: lowell.inman@dobbsequipment.com

Date: 15 July 2024

Offer Expires: 22 July 2024

Quote Summary**Prepared For:**

CITY OF CONWAY
2940 JERRY BARNHILL BLVD
CONWAY, SC 29527
Business: 843-248-1770
BFLEMING@CITYOFCONWAY.COM

Prepared By:

GRAYSON INMAN
Dobbs Equipment
4900 East Highway 501
Aynor, SC 29511
Phone: 843-358-5688
lowell.inman@dobbsequipment.com

Includes 108" sweeper broom
3/3000 Comprehensive Warranty
Includes 72" forks and frame

Quote Id: 31330020
Created On: 15 July 2024
Last Modified On: 23 July 2024
Expiration Date: 22 July 2024

| Equipment Summary | Selling Price | Qty | Extended |
|---|-----------------|-----|----------------------|
| 2024 JOHN DEERE 544 P-Tier Wheel Loader - 1DW544PACRLX23417 | \$ 268,719.19 X | 1 = | \$ 268,719.19 |
| John Deere Extended Warranty-3/3000 Comprehensive | \$ 3,800.00 X | 1 = | \$ 3,800.00 |
| Sub Total | | | \$ 272,519.19 |
| Equipment Total | | | \$ 272,519.19 |

Quote Summary

| | |
|--------------------|----------------------|
| Equipment Total | \$ 272,519.19 |
| SubTotal | \$ 272,519.19 |
| Sales Tax | \$ 500.00 |
| Total | \$ 273,019.19 |
| Balance Due | \$ 273,019.19 |

Salesperson : X _____

Accepted By : X _____ 33

DATE: AUGUST 5, 2024
ITEM: III.E.

ISSUE:

Request from Conway Downtown Alive for the Halloween Golf Cart Parade in conjunction with the Coastal Carolina University Homecoming Parade - October 19 from 7:00 a.m. until approximately 10:30 a.m.

BACKGROUND:

CDA is pairing up with CCU to host the Halloween Golf Cart Parade and CCU's Homecoming Parade on October 19 with line-up starting at 7:30 a.m. and the parade beginning at 9:30 a.m.

Halloween golf carts will line up on Bell Street and CCU Homecoming Parade will line up on Buck Street. The parade route will begin at the Public Safety parking lot, go down Ninth Avenue turn left on Laurel Street and end at the intersection of Elm Street and Laurel Street.

CDA requests use of public restrooms at Public Safety Building and will hire comfort stations for Public Safety parking lot and end of parade route.

CDA request street sweeper to clean route after parade, use 10 pelican cans at beginning and end of parade, and police assistance at front and end of parade.

Santee Cooper will help lead parade and have speakers mounted to trucks and there will be a PA onsite at line up.

There will be approximately 1500 participants.

RECOMMENDATION:

Approve the special event permit as presented.



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: Halloween Golf Cart & CCU Homecoming Parade

Name of permit holder: Conway Downtown Alive

Address of permit holder: 428 Main Street

City: Conway State: SC Zip: 29526

Telephone number of permit holder: 248 6260 Cell 450 6241

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

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

Name of organization: Conway Downtown Alive

Address of organization: 428 Main Street Conway SC 29526

Telephone number of organization: 843 248 6260

What is the purpose of the activity? Parade in Downtown Conway

What is the proposed date(s) of the activity? October 19, 2024

What are the proposed times of the activity? 7:30-9:30 AM Line-Up & Parade begins at 9:30 AM

What are the plans for the event? Golf Cart Parade from Public Safety, Down Laurel Street

This parade will run in conjunction with the CCU Homecoming Parade

Conway Alive is assisting CCU with planning.

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

See 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:

October 29, 2024 from 7:00 AM – Approx 10:30 AM ----See Attached

What is the approximate number of participants? 1500

What is the approximate number of vendors? None

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

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

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? Requesting 10 rolling cans at beginning and end

Will existing restroom facilities be adequate? ☒ Yes ☐ No

If not, describe plans to augment available sanitary facilities: Request use of public restrooms at the public safety building and CDA will hire toilets for public safety parking lot and end location

Please include any additional information that may be useful: Request street sweeper clean route following, police assistance and front and end of parade

Does any of the following apply to the proposed activity: _____ Fireworks Display _____ Other (live band, band, loudspeakers, sound amplifiers, etc.). Please specify: Santee Cooper will be invited to help lead parade with speakers mounted to trucks as in Christmas Parade, PA onsite at line-up

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

Will alcoholic beverages be served?

☐ Yes ☒ No

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

☐ Yes ☒ No

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

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

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

Times for alcohol to be served: From _____ To _____

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

The following does not apply to restaurants:

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

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

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

Applicant's Signature: Hillary Howard

Date: 7/22/2024



SPECIAL EVENTS

ALCOHOL CONTROL POLICY

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

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

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

PROPERTY OWNER PERMISSION LETTER

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

| | |
|----------------------|------------------|
| _____ | _____ |
| Date | Signature |
| _____ | _____ |
| Witness | Address |
| _____ | _____ |
| Printed Witness Name | Telephone Number |

INSURANCE REQUIREMENTS FOR SPECIAL EVENTS HELD ON CITY PROPERTY

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

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

Application completed by:

Contact No.:

Date:

Hilleg Howard

248 6260

7/22/2024

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: Halloween Golf Cart & CCU Homecoming Parade Date(s) October 19 2024

Sponsoring Organization: Downtown Alive

Application completed by:

Hillary Howard

Contact No.:

843 248-6260

Date:

July 22 2024

☒ Recommend approval

☐ Recommend disapproval

Police Department

Fees or charges associated with this event:

Special Conditions/Comments:

See attached

7/24/2024

Date

Police Officers

\$40.00/hour per officer

☒ Recommend approval

☐ Recommend disapproval

Fire Department

Fees or charges associated with this event:

Special Conditions/Comments:

See attached

7/24/2024

Date

Fire Inspector/Fire-Rescue Officers

\$40.00/hour per officer

☒ Recommend approval

☐ Recommend disapproval

Public Works Department

Fees or charges associated with this event:

Special Conditions/Comments:

see attached

7/24/2024

Date

Residential & Non Residential Street Closure

Barricades

\$20.00 each

Public Works Employee

\$25.00/hour per employee

approval Recommend a ☐ ☐ Recommend disapproval

Parks & Rec. Department

Date

Fees or charges associated with this event:

Special Conditions/Comments:

Parks & Rec. Employee

\$25.00/hour per employee

☐ Recommend approval

☐ Recommend disapproval

Planning Department

Date

Special Conditions/Comments:

☐ License(s) obtained for _____ vendor(s) ☒ License(s) not required

Has general liability and liquor liability insurance (if applicable) listing the City of Conway as additional insured been secured? ☐ Yes ☐ No

Business License Department

Date

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:

Conway Downtown Alive Halloween Golf Cart and CCU Homecoming Parade

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:

Conway Downtown Alive Halloween Golf Cart and CCU Homecoming Parade

HH (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.

HH (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.

HH (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.

HH (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.

HH (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.

HH (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.

HH (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.

HH (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.

HH (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:

Conway Downtown Alive

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

NAME: Hillary Howard **TITLE:** Executive Director

SIGNATURE: Hillary Howard **DATE:** 7/22/2024

FACILITY USE AGREEMENT AND RELEASE/INDEMNIFICATION
City of Conway

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

Conway Downtown Alive

NAME OF PERSON/ORGANIZATION

Hilleg Howard

SIGNATURE OF PERSON/ORGANIZATION REPRESENTATIVE

7/22/2024

DATE

Natasha Sherman

From: Business License
Sent: Wednesday, July 24, 2024 11:25 AM
To: Natasha Sherman
Subject: RE: Halloween Golf Cart & CCU Homecoming Parade

Approved.

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: Wednesday, July 24, 2024 11:22 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@conwaysc.gov>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@conwaysc.gov>; 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@conwaysc.gov>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Halloween Golf Cart & CCU Homecoming Parade

Please review for approval and email me back.

Natasha Sherman

Executive Assistant
City of Conway
843-248-1760
nsherman@conwaysc.gov
Our email is changing to @conwaysc.gov

Natasha Sherman

From: Dale Long
Sent: Wednesday, July 24, 2024 11:23 AM
To: Natasha Sherman
Subject: RE: Halloween Golf Cart & CCU Homecoming Parade

OK for PD, and we are aware of the massive undertaking for this event and the run downtown.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Wednesday, July 24, 2024 11:22 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@conwaysc.gov>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@conwaysc.gov>; 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@conwaysc.gov>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Halloween Golf Cart & CCU Homecoming Parade

Please review for approval and email me back.

Natasha Sherman
Executive Assistant
City of Conway
843-248-1760
nsherman@conwaysc.gov
Our email is changing to @conwaysc.gov



From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Tuesday, January 30, 2024 1:37 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Brandon Harrelson
Sent: Wednesday, July 24, 2024 1:09 PM
To: Natasha Sherman
Subject: RE: Halloween Golf Cart & CCU Homecoming Parade

We are good.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Wednesday, July 24, 2024 11:22 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@conwaysc.gov>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@conwaysc.gov>; 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@conwaysc.gov>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Halloween Golf Cart & CCU Homecoming Parade

Please review for approval and email me back.

Natasha Sherman
Executive Assistant
City of Conway
843-248-1760
nsherman@conwaysc.gov
Our email is changing to @conwaysc.gov



From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Tuesday, January 30, 2024 1:37 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Phillip Le Hendrick
Sent: Wednesday, July 24, 2024 1:53 PM
To: Natasha Sherman
Subject: RE: Halloween Golf Cart & CCU Homecoming Parade

Fire is good.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Wednesday, July 24, 2024 11:22 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@conwaysc.gov>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@conwaysc.gov>; 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@conwaysc.gov>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Halloween Golf Cart & CCU Homecoming Parade

Please review for approval and email me back.

Natasha Sherman

Executive Assistant

City of Conway

843-248-1760

nsherman@conwaysc.gov

Our email is changing to @conwaysc.gov



From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Tuesday, January 30, 2024 1:37 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

DATE: AUGUST 5, 2024
ITEM: III.F.

ISSUE:

Acceptance of bid for eight Police Department vehicles (invoices attached).

BACKGROUND:

FY 2024-25 capital outlay budget approved vehicles for the police department. These are purchased with state contract fleet pricing.

RECOMMENDATION

Accept the quote from Santee Automotive for \$413,812 and purchase patrol rated vehicles from 2024-25 capital outlay budget.



INVOICE

2024 Ford Responder Admin

Santee Automotive LLC
2601 Paxville Highway
Manning, South Carolina 29102
United States

Phone: 1-888-853-5338
Fax: 1-888-853-5338
info@santeefleet.com

BILL TO
City of Conway
David Crotts
1000 2nd Avenue
PO Drawer 1075
Conway, South Carolina 29528
United States

843-488-7633
dcrotts@cityofconway.com

Invoice Number: 1501

P.O./S.O. Number: PO # 062624

Invoice Date: July 1, 2024

Payment Due: July 31, 2024

Amount Due (USD): \$359,758.00

| Units | Quantity | Price | Amount |
|---|----------|-------------|--------------|
| Dodge Durango Pursuit AWD 2024 Dodge Durango Pursuit AWD State Contract: 4400029870 5.7L Hemi Engine 8 Speed Auto Transmission Black Vinyl Floor Covering Law Enforcement Dome Lamp Cloth Bucket Front Seats & Vinyl Rear Bench Push Button Start ParkView Rear Backup Camera U Connect Bluetooth Power 8 Way Driver Seat 18X8.0 Painted Aluminum Wheels Full Size Spare Tire BLIS Trailer Tow Package Skid Plates Security Alarm Power Liftgate 4 Keys with Fobs TECHNOLOGY GROUP: Advanced Brake Assist Rain Sensitive Windshield Wipers Lane Departure Warning Plus Full Speed Forward Collision Warning Plus Adaptive Cruise Control w/Stop | 7 | \$48,350.00 | \$338,450.00 |
| Exterior Color Triple Nickel | 7 | \$0.00 | \$0.00 |
| Warranty 5 Year 100,000 full coverage warranty | 7 | \$2,419.00 | \$16,933.00 |



INVOICE

2024 Ford Responder Admin

Santee Automotive LLC
2601 Paxville Highway
Manning, South Carolina 29102
United States

Phone: 1-888-853-5338
Fax: 1-888-853-5338
info@santeefleet.com

| Units | Quantity | Price | Amount |
|---|----------|----------|------------|
| Vehicle Delivery 1000 2nd Avenue Conway, South Carolina 29528 | 7 | \$125.00 | \$875.00 |
| Vehicle Sales Tax South Carolina Vehicle Sales Tax/Infrastructure Maintenance Fee | 7 | \$500.00 | \$3,500.00 |
| VIN # 1C4SDJFT6RC213647 1C4SDJFT8RC213648 1C4SDJFTXRC213649 1C4SDJFT6RC213650 1C4SDJFT8RC213651 1C4SDJFTXRC213652 1C4SDJFT1RC213653 | 1 | \$0.00 | \$0.00 |

Subtotal: \$359,758.00

Total: \$359,758.00

Amount Due (USD): \$359,758.00

Notes / Terms

State Contract # 4400029870



INVOICE

2024 Ford F-150 Police Responder Admin

Santee Automotive LLC
2601 Paxville Highway
Manning, South Carolina 29102
United States

Phone: 1-888-853-5338
Fax: 1-888-853-5338
info@santeefleet.com

BILL TO
City of Conway
David Crotts
1000 2nd Avenue
PO Drawer 1075
Conway, South Carolina 29528
United States

843-488-7633
dcrotts@cityofconway.com

Invoice Number: 1502

P.O./S.O. Number: PO # 062724

Invoice Date: July 1, 2024

Payment Due: July 31, 2024

Amount Due (USD): \$54,054.00

| Units | Quantity | Price | Amount |
|---|----------|-------------|-------------|
| Ford F-150 Responder State Contract: 4400029870 2024 Model Year Model Code W1P Ford F-150 Police Responder Admin Super Crew 4x4 with 5.5' Box 3.5L EcoBoost 4-Valve V6 10 Speed Select Shift Automatic Transmission Cloth Seats Carpet Floors FX4 Off-Road Package Class IV Trailer Hitch Power Mirrors, Windows, and Locks Remote Keyless Entry Rear View Camera with Hitch Assist SYNC Bluetooth with 1 USB Port 8 Way Power Drivers Seat Front Seating-40/Console/40 Fog Lamps Front/Rear Chrome Bumpers Black Platform Running Boards Police Engine Idle Feature Privacy Glass Rear Defrost Trailer Brake Controller 4 Keys with Fobs | 1 | \$50,745.00 | \$50,745.00 |
| Exterior Color Iconic Silver | 1 | \$0.00 | \$0.00 |
| Warranty 5 Year 100,000 full coverage warranty \$100 Deductible | 1 | \$2,419.00 | \$2,419.00 |



INVOICE

2024 Ford F-150 Police Responder Admin

Santee Automotive LLC
2601 Paxville Highway
Manning, South Carolina 29102
United States

Phone: 1-888-853-5338
Fax: 1-888-853-5338
info@santeefleet.com

| Units | Quantity | Price | Amount |
|---|----------|----------|--------------------|
| Upfit Fee transportation, bank and insurance fees (1 Month) Does not include any delivery charge. July Delivery | 1 | \$265.00 | \$265.00 |
| Vehicle Delivery 1000 2nd Avenue Conway, South Carolina 29528 | 1 | \$125.00 | \$125.00 |
| Vehicle Sales Tax South Carolina Vehicle Sales Tax/Infrastructure Maintenance Fee | 1 | \$500.00 | \$500.00 |
| VIN # 1FTFW1P84RKD39520 | 1 | \$0.00 | \$0.00 |
| Subtotal: | | | \$54,054.00 |
| Total: | | | \$54,054.00 |
| Amount Due (USD): | | | \$54,054.00 |

Notes / Terms

State Contract # 4400029870

DATE: AUGUST 5, 2024
ITEM: III.G.

ISSUE:

Purchase of Water Meters for the Public Utilities Department

BACKGROUND:

The Public Utilities Department is requesting approval to purchase water meters for FY 24-25.

Water meters are necessary for the Department to maintain the city's growth and departmental revenue. To keep up with the demand of new houses, replacing defected meters, and meters needed for the change out program, the department has to maintain an adequate stock of meters. Water meter manufacturers cannot keep up with the market demand for various reasons. There is a nationwide four to six months back order on water meters. The Utility Department is requesting permission to purchase as needed throughout the year.

\$800,000 has been budgeted in the FY 24-25 budget for water meter purchases.

Recommendation

Approve the purchase of water meters for FY24-25 for the Public Utilities Department.

DATE: AUGUST 5, 2024
ITEM: III.H.

ISSUE:

Acceptance of bid for a replacement vehicle for the IT Support Technician.

BACKGROUND:

One bid was received for the purchase of a replacement utility vehicle for the IT Support Technician under State Contract.

The bid was received from Santee Automotive LLC State Contract #4400029870 in the amount of \$39,866.

RECOMMENDATION:

Staff recommends acceptance of the Ford Explorer from Santee Automotive LLC for \$39,866.00 from the FY 24-25 budget.



QUOTE

2024 Ford Explorer Base RWD

Santee Automotive LLC
2601 Paxville Highway
Manning, South Carolina 29102
United States

Phone: 1-888-853-5338
Fax: 1-888-853-5338
info@santeefleet.com

BILL TO
City of Conway
David Crotts
1000 2nd Avenue
PO Drawer 1075
Conway, South Carolina 29528
United States

843-488-7633
dcrotts@cityofconway.com

Estimate Number: 1544

Customer Ref: State Contract #
4400029870

Estimate Date: July 22, 2024

Valid Until: September 20, 2024

Estimate Total **\$39,866.00**
(USD):

| Units | Quantity | Price | Amount |
|--|----------|-------------|-------------|
| Ford Explorer Base 4x2 State Contract # 4400029870 2.3L EcoBoost Engine 10 Speed Automatic Transmission P255/65R18 A/S Tires Privacy Glass Power liftgate Tri-Zone AC Cruise Trailer Tow Package Ford Co-Pilot360™ — Auto High-Beam Headlamps — BLIS® (Blind Spot Information System) with Cross-Traffic Alert — Lane-Keeping System ○ Lane-Keeping Alert ○ Lane-Keeping Assist ○ Driver Alert — Pre-Collision Assist with Automatic Emergency Braking (AEB) ○ Pedestrian Detection ○ Forward Collision Warning ○ Dynamic Brake Support Rear View Camera Headlamps (Automatic On/Off) Hill Start Assist Post-Collision Braking Reverse Sensing System | 1 | \$36,387.00 | \$36,387.00 |



QUOTE

2024 Ford Explorer Base RWD

Santee Automotive LLC
2601 Paxville Highway
Manning, South Carolina 29102
United States

Phone: 1-888-853-5338
Fax: 1-888-853-5338
info@santeefleet.com

| Units | Quantity | Price | Amount |
|--|----------|------------|--------------------|
| Exterior Color Oxford White | 1 | \$0.00 | \$0.00 |
| 3rd Key Fob Third Key Fob | 1 | \$415.00 | \$415.00 |
| Warranty 5 Year 100,000 full coverage warranty | 1 | \$2,419.00 | \$2,419.00 |
| Vehicle Delivery 1000 2nd Avenue Conway, South Carolina 29528 | 1 | \$145.00 | \$145.00 |
| Vehicle Sales Tax South Carolina Vehicle Sales Tax/Infrastructure Maintenance Fee | 1 | \$500.00 | \$500.00 |
| Subtotal: | | | \$39,866.00 |
| Total: | | | \$39,866.00 |
| Estimate Total (USD): | | | \$39,866.00 |

DATE: AUGUST 5, 2024

ITEM: III.I.

ISSUE:

Resolution accepting dedication of roadways & drainage and the financial guarantee for the roadway warranty for the Wild Wing Plantation, Phase 5A, subdivision (Barrington Way, Brook Park Place, and Hardwood Court).

BACKGROUND:

D.R. Horton, Inc requests to dedicate the roadways and drainage system in the Wild Wing Plantation, Phase 5A. The road(s) inside this development being offered for dedication are: Barrington Way, Brook Park Place, and Hardwood Court.

Upon approval of this request by City Council, the City will accept the documents from D.R. Horton that are required (and applicable) to finalize acceptance of the roadways and drainage system, namely: Drainage Easement, Right-of-Way Deed, Warranty Agreement, General Joinder and Consent to Dedicate, As-Built Road Plans, Certification of Non-Litigation and the Warranty Surety in the form of a financial guarantee (in this case, a cashier's check has been provided). The roadway warranty shall be in place for a period of three (3) years.

Per the Unified Development Ordinance (UDO), the required roadway warranty agreement will be for three years from the date of the acceptance of the road dedication in the amount of **\$106,053.75**, which is calculated by multiplying \$27.50 per linear foot of 2 lane roadway and \$5 per linear foot for each additional lane of roadway:

Public Works has inspected the roadways and drainage in the Wild Wing Plantation, Phase 5A subdivision and found them acceptable to move forward with the dedication.

RECOMMENDATION

Adopt the resolution accepting dedication of roadways and drainage system in the Wild Wing Plantation, Phase 5A, subdivision with a financial guarantee (cashier's check provided) for a three-year warranty in the amount of **\$106,053.75**.

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

**ACCEPTING THE ROADWAYS AND DRAINAGE SYSTEM
IN THE WILD WING PLANTATION (PHASE 5A) SUBDIVISION**

WHEREAS, D.R. Horton, Inc has installed a roadway and drainage system within the city limits of Conway; and

WHEREAS, D.R. Horton, Inc is requesting approval to dedicate street rights of way for Wild Wing Plantation, Phase 5A, subdivision, Barrington Way, Brook Park Place, and Hardwood Court; and

WHEREAS, D.R. Horton, Inc also requests to convey their right, title and all interest related to the drainage system together with all public easements and rights of way thereto, located within the Barrington Way, Brook Park Place, and Hardwood Court rights-of-ways; and

WHEREAS, Conway City Council has determined it would be in the best interest of Conway and its citizens to accept the street and drainage system Barrington Way, Brook Park Place, and Hardwood Court, as depicted on maps created by DDC Engineers, prepared 06/29/2023, titled Final Plat, and recorded in the Horry County Registrar of Deeds Plat Book 318, Page 249; and

NOW, THEREFORE BE IT RESOLVED, by the City Council of the City of Conway, South Carolina to accept road right of way and drainage on the above stated Barrington Way, Brook Park Place, and Hardwood Court from D.R. Horton, Inc as presented in the deed and easement signed by Devon Lloyd of D.R. Horton, Inc.

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: _____

STATE OF SOUTH CAROLINA)

DRAINAGE EASEMENT

COUNTY OF HORRY)

KNOW ALL MEN BY THESE PRESENTS, THAT I (or we) D.R. Horton Inc.

in consideration of the sum of One Dollar, receipt of which is hereby acknowledged, have granted, bargained, sold and released, and by these presents do grant, bargain, sell and release, unto the City of Conway, its successors and assigns, a right-of-way easement for the following road(s) named Brook Park Place, Barrington Way and Hardwood Court

as shown on a plat prepared by Bolton & Menk LLC, dba DDC Engineers titled Wild Wing Plantation Phase 5A

and dated June 19, 2023 said plat being recorded in the Horry County Register of Deeds at PB 318-249

Said drainage easement having been offered for dedication and said dedication being accepted by action of Conway City Council at its meeting on _____, 20 ____

TO HAVE AND TO HOLD, all and singular, the said right-of-way and the rights hereinabove granted, unto the said City of Conway, its successors and assigns forever.

IN WITNESS WHEREOF I (or we) have hereunto set my/our hand(s) and seal(s) this 22nd day of August in the year of our Lord Two Thousand and 23.

Signed, sealed and delivered in the presence of:

Doreen Tramboli
Witness #1

Wendy Weiss
Witness #2

[Signature]
OWNER D.R. Horton
Division President

OWNER

STATE OF SOUTH CAROLINA)

PROBATE

COUNTY OF HORRY)

Personally appeared before me Doreen Tramboli and made oath that he/she was present and saw the within named owner(s), Stephanie H. Warren Devon Lloyd sign, seal and as their act and deed deliver the within easement for right-of-way; and that Doreen Tramboli with Wendy Weiss witnessed the execution thereof. Stephanie H. Warren

Sworn to before me this 22nd day of August, 20 23.

Notary Public Stephanie H. Warren
My commission expires: 7/11/29

Witness Signature

Witness is not a party to or a beneficiary of the transaction



STATE OF SOUTH CAROLINA)

RIGHT-OF-WAY DEED

COUNTY OF HORRY)

KNOW ALL MEN BY THESE PRESENTS, THAT I (or we) D.R. Horton Inc.

in consideration of the sum of One Dollar, receipt of which is hereby acknowledged, have granted, bargained, sold and released, and by these presents do grant, bargain, sell and release, unto the City of Conway, its successors and assigns, a right-of-way deed for the following road(s) named Brook Park Place, Barrington Way and Hardwood Court

as shown on a plat prepared by Bolton & Menk, LLC dba DDC Engineerstitled Wild Wing Plantation Phase 5A

and dated June 19, 2023 said plat being recorded in the Horry County Register of Deeds at PB 318-249

Said road right-of-way having been offered for dedication and said dedication being accepted by action of Conway City Council at its meeting on _____ 20 ____.

TO HAVE AND TO HOLD, all and singular, the said right-of-way and the rights hereinabove granted, unto the said City of Conway, its successors and assigns forever.

IN WITNESS WHEREOF I (or we) have hereunto set my/our hand(s) and seal(s) this 22nd day of August in the year of our Lord Two Thousand and 23

Signed, sealed and delivered in the presence of:

Doreen Trimboli
Witness #1

Wendy Weiss
Witness #2

[Signature] DR Horton
OWNER Division President

OWNER

STATE OF SOUTH CAROLINA)

PROBATE

COUNTY OF HORRY)

Personally appeared before me Doreen Trimboli and made oath that he/she was present and saw the within named owner(s), Stephanie H. Warren Devon Lloyd sign, seal and as their act and deed deliver the within deed for right-of-way; and that

Doreen Trimboli with Wendy Weiss

Stephanie H. Warren Sworn to before me this 22nd day of August, 20 23

Doreen Trimboli
Witness Signature

Notary Public Stephanie H. WarrenMy commission expires: 7/11/29

Witness is not a party to
or a beneficiary of
the transaction



CITY OF CONWAY

CERTIFICATION OF NON-LITIGATION

I, (We), hereby certify that there is no pending or threatened actions at law that will affect the fee simple dedication of the below named project. I, (We), further certify that all contractors, subcontractors, material suppliers, surveyors, attorneys, or other persons, firms or corporations retained for the purpose of designing, planning, and constructing the project have been paid in full.

Project and Road Name(s): Wild Wing Plantation Phase 5A
Brook Park Place, Barrington Way and Hardwood Court.

Tyler Hucks
 Witness Print Name

Tyler Hucks
 Witness Signature

Dawn Lloyd D B Horton
 Developer Print Name

Dawn Lloyd
 Developer Signature

Courtney A. Husby
 Witness Print Name

Courtney A. Husby
 Witness Signature

ROBBY L. CAUSEY
 General Contractor Print Name

Robby L. Causey
 General Contractor Signature

John Bragdon
 Witness Print Name

John Bragdon
 Witness Signature

Wes Anderson
 Engineer Print Name

Wes Anderson
 Engineer Signature

STATE OF SOUTH CAROLINA)

COUNTY OF HORRY)

The foregoing was acknowledged before me by: John Bragdon

this 7th day of September 2023
 by Patricia A. Crawford
PATRICIA A. CRAWFORD

Notary Public

My commission expires: 7/12/27



CITY OF CONWAY

WARRANTY AGREEMENT

KNOW ALL MEN BY THESE PRESENTS THAT D.R. Horton, Inc.
 of Myrtle Beach, South Carolina, hereinafter referred to as
 "Developer", as principal is held and firmly bound unto the City of Conway existing under
 the laws of the State of South Carolina, as oblige in full and just sum of
 \$ 106,053.75, lawful money of the United States of America, to the payment of which
 sum, well and truly made the Developer binds themselves, their heirs, executors,
 administrators, successors and assigns, jointly and severally, firmly by these presents.

WHEREAS, the Developer has lawfully developed and constructed a development in the
 City of Conway, South Carolina, known and identified as Wild Wing Plantation Phase 5A
 and in connection therewith has constructed, certain roadways, drainage ways, and other
 appurtenant road and drainage structures, and has dedicated those facilities to the City
 on Conway for public use and maintenance.

NOW THEREFORE, the condition of this obligation is such that the Developer shall give to the
 City of Conway fee simple title to said improvements, and warrants that said improvements
 are in first-class condition, and shall remain in said condition, less normal wear, for a period
 of three (3) years from the date of action by Conway City Council to accept said facilities.
 Should said facilities, or any portion thereof require repair or replacement for failure of
 workmanship, materials, or damages resulting from any construction related activities,
 including utility construction or building construction performed by other parties who
 purchased land from said Developer, within three (3) years from date of said acceptance,
 the Developer shall make the necessary repairs or shall be liable to the City of Conway in
 the amount of the full and just sum herein stated above for costs to repair and replace said
 facilities to a first-class condition. All repairs made shall be of good quality and shall be
 subject to an additional twelve-month warranty period with a suitable financial guarantee
 being posted for 125% of the estimated cost of the repair work as determined by the
 Technical Review Committee.

SIGNED, SEALED, AND DATED this 22nd day of August 2023

WITNESS:

Jessie Trumbali
Jessie Trumbali

Witness Print Name

DEVELOPER:

Devon H. Lloyd / DR Horton
 Developer Print Name Division President

STATE OF SOUTH CAROLINA)
 COUNTY OF HORRY)

The foregoing was acknowledged before me

this 22nd day of August 2023
 by Devon H. Lloyd

Stephanie H. Warner
 Notary Public

7/11/29
 My commission expires:



CITY OF CONWAY

GENERAL JOINDER AND CONSENT TO DEDICATION

The undersigned hereby certifies that it is the holder of a mortgage, lien, easement, right-of-way, or encumbrance on certain lands properly known as Wild Wing Plantation Phase 5A

mortgage, lien, easement, right-of-way or other encumbrance which is recorded in Official Records Book 318 at Page 249, of the Public Records of Horry County, South Carolina, shall be subordinated to the above dedication.

Jeremy Cox
Witness Print Name

Devin Lloyd
Signatory Print Name DR Horton
Division President

Jeremy Cox
Witness Signature

[Signature]
Signature

STATE OF SOUTH CAROLINA)

COUNTY OF HORRY)

The foregoing was acknowledged before me

This 20th day of September 2023

By: Stephanie H. Warren

Notary Public Stephanie H. Warren

My commission expires: 7/11/29



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

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

STAFF: Adam Emrick, City Administrator; Mary Catherine Hyman, Deputy City Administrator; John Rogers, Deputy City Administrator; June Wood, Public Information Officer; Jeff Leveille, Technology Services Director; Timmy Williams, Hospitality & Beautification Director; Lynn Smith, Human Resources Director; Dale Long, Police Chief; James Friday, Public Utilities Director; Ted Dudley, Public Utilities Deputy Director; Brandon Harrelson, Public Works Director; Kayla Fleming, Municipal Judge; Jessica Hucks, Planning and Development Director; Le Hendrick, Fire Chief; Reggie Jenerette, Solid Waste Director; Ashley Smith, Parks and Recreation Director; Robert Cooper, Construction Services Director; Katie Dennis, Planner; Kayla Chiles, Administration Summer Intern; and Alicia Shelley, City Clerk.

OTHERS: There were approximately 40 others in attendance.

CALL TO ORDER: Mayor Blain called the meeting to order. Peyton Andreucci of The Rock Church 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.

CONSENT AGENDA:

- A. Final Reading of Ordinance #ZA2024-07-15 (A) to annex approximately 0.24 acres of property located at 2671 Oak St (PIN 325-15-01-0014) and request to rezone from Horry County Residential District, no mobile homes allowed (SF20), to City of Conway Low/Medium Density Residential District (R-1).**
- B. Final Reading of Ordinance #ZA2024-07-15 (B) to annex approximately 11.22 acres of property located on Highway 501, past the intersection of Wild Wing Blvd & 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.**
- C. Final Reading of Ordinance #ZA2024-07-15 (C) 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.**
- D. Final Reading of Ordinance #ZA2024-07-15 (D) to amend Article 10 – Subdivision and Land Development, of the City of Conway Unified Development Ordinance (UDO), regarding revisions to various standards contained within Article 10.**

- E. Final Reading of Ordinance #2024-07-15 (E), an ordinance granting a distribution right-of-way easement to the South Carolina Public Service Authority (Santee Cooper) across property of the City of Conway adjacent to Wright Boulevard at Racepath Avenue (PIN 368-03-01-0009).**
- F. Final Reading of Ordinance #2024-07-15 (F), an ordinance granting permanent and temporary easements to Dominion Energy across property of the City of Conway adjacent to Lake Busbee.**
- G. Final Reading of Ordinance #2024-07-15 (G), an ordinance amending Title 1, Government and Administration, Chapter 8 Elections, transferring of authority from the City of Conway to the Horry County Election Commission for conducting the City's Municipal Elections.**
- H. Special Event – 3rd Annual Smoke on the Waccamaw BBQ Festival – October 11-12, 2024**
- I. Approval of Memorandum of Agreement with SC Department of Juvenile Justice**
- J. Approval of a Special Event Request – 2nd Annual Youth Performing Arts Festival – September 21, 2024**
- K. Approval of June 17, 2024 Council Meeting Minutes**

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

Motion: Goldfinch made a motion, seconded by Butler to approve the July 15, 2024 agenda. **Vote:** Unanimous. Motion carried.

PUBLIC INPUT:

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

INTRODUCTION OF NEW HIRES:

Blain introduced the following new hires for the City of Conway: Sean O'Neil, Police Officer Trainee (absent); Thomas Carras, Right of Way Technician (absent); John Joder, Right of Way Operator II; Hunter Martin, Right of Way Technician II; Jena Kindrick, Police Officer Trainee; William Wilson Jr., Solid Waste Equipment Operator I; Vincent Taggart, Police Officer Patrol; Joseph Graham Jr., Senior Police Officer (absent); and Jacob Shroba, Police Officer Trainee (absent).

SPECIAL PRESENTATION:

- A. Resolution Honoring the Conway All Stars 12U Softball Team as the South Carolina State Champions** – Blain presented the Conway All Stars 12U Softball team and the coaches with a Resolution honoring them as the South Carolina State Champions.
- B. Presentation of Longevity Awards – June 2024 – 10 Years: June Wood, Administration; 10 Years: Peyton Andreucci, Recreation** – Emrick and Butler presented the longevity awards.
- C. Presentation of Employee of the Month for July 2024 – Public Service** – A. Smith presented the July 2024 Public Service employee of the month to Nick Bucholtz.
- D. Discussion of a Request to annex approximately 5 acres of property located at 2493 East Highway 501, (PIN 383-14-02-0002), and rezone from the Horry County Highway Commercial (HC) to the City of Conway Highway Commercial (HC) zoning district.** Dennis stated that the applicant submitted an annexation and rezoning application for the subject property in response to letters sent by administration to multiple commercial properties with restrictive covenants. The property is a donut hole along this portion of Highway 501 and the adjacent parcels have been in the City's jurisdiction for a number of years. The applicant has requested to rezone from Horry County's Highway Commercial zoning district to the City of Conway's Highway Commercial Zoning District but upon review and based on the current use of the property, the Limited Industrial (LI) zoning district would best suit the property, as the current use is not a permitted use in the HC district. Planning Commission recommended approval of annexation and rezoning to the LI zoning district as advised by staff at their July 11 meeting. This request will be on the next council meeting agenda for consideration.

There was some discussion regarding the zoning of LI versus HC in this area.

- E. Discussion of a Request to annex approximately 0.67 acres of property located at 3045 East Highway 501, (PIN 399-01-04-0008), and rezone from the Horry County Highway Commercial (HC) to the City of Conway Highway Commercial (HC) zoning district.** Dennis stated that the applicant submitted an annexation and rezoning application for the subject property in response to letters sent by administration to multiple commercial properties with restrictive covenants. The property is a donut hole along this portion of Highway 501 and the adjacent parcel, the Founders National Golf LLC parcel, was annexed into the city earlier this year. The applicant has requested to rezone from Horry County's Highway Commercial zoning district to the City of Conway's Highway Commercial Zoning District. The property is adjacent to LI and HC parcels within the city. The uses on these parcels include a gas station, vacant land and the Myrtle Beach International Golf Course sign and entrance. Planning Commission will hold a public hearing on this item at their August 1 meeting and staff will forward their recommendation with first reading of the request.

FIRST READING:

- A. First Reading of Ordinance #ZA2024-08-05 (A) to annex approximately 127 acres of property located on John Doctor Road and Highway 905 (PIN 339-00-00-0013), and rezone from the Horry County Commercial Forest Agriculture (CFA) district,**

Residential, no mobile homes allowed (SF40) district, and Residential, no mobile homes allowed (SF20) district to the City of Conway Low-Density Residential (R) district. Hucks stated that this request was discussed at the workshop held at the June 17 Council meeting. The property has frontage on 3 roadways: a small portion of the property has frontage on Highway 905, but there is additional frontage on John Doctor Road and Padgett Lane. Because the property is within the city's water and sewer service area, the applicants are required to request annexation of the property, and if annexation is denied, the property owner would have to file restrictive covenants at the time in which water and sewer service is requested. Currently, the property is in Horry County's jurisdiction, and is split-zoned between Commercial Forest Agriculture, Residential SF40 and Residential SF20. The applicants are requesting that the property be assigned the "R" zoning district upon annexation, which is the city's default district for annexed properties, and which do not require a recommendation from Planning Commission. The "R" district is the city's low-density residential zoning district, which requires a min. lot size of 10,000 sq. ft. The city's future land use map identifies the property as being low-density residential as well. Properties on the Conway side of John Doctor Road are already in the City limits. The proposed development, Rivers Edge Village, which already fronts John Doctor Road and will be accessed via John Doctor Road and East Country Club Drive, is currently being reviewed by TRC. That property was annexed into the city back in 1999 and, to staff's knowledge, has been zoned R-1 since being annexed. R-1 is the low/medium-density residential district and prior to the creation of the R district, was also the city's default zoning upon annexation. The Langston Heights development, which is accessed solely from Highway 905, was developed in Horry County; however, over the years, individual lots within the subdivision have been annexed as a condition of receiving water and sewer services. A majority of the lots are in the city limits, but since the civil plans were reviewed through Horry County, the subdivision is not compliant with some of the City's standards for land development, such as there not being any sidewalks or street trees in the rights-of-way and only having one point of egress / ingress in the development. The R district, while denser than the surrounding County zoning, is less dense than the surrounding in-city zoning. Furthermore, many of the properties surrounding the subject property are legal nonconforming, in that they do not meet the minimum lot size requirements for the zoning district in which they are located. Many of the lots directly adjacent to the subject property zoned CFA are approximately 6,900 to 8,700 sq. ft. in size, while the CFA district requires a minimum lot size of 21,780 sq. ft. Other properties with frontage on Highway 905 that are zoned SF20 are approximately 6,000 sq. ft. and up, while the minimum lot size for SF20 is 20,000 sq. ft. Across Highway 905 there are several parcels zoned CFA that are significantly smaller than the half-acre lot size that CFA requires.

Hucks said that because the property is within the city's utility service area, and the requested zoning is consistent with the city's future land use map, staff recommends approval of the annexation request.

Goldfinch had concerns with the nearby shooting range at the end of John Doctor Road and asked how the applicant would address the noise to potential buyers. Walter Warren of Thomas & Hutton stated that staff could come up with language to be added on the plat that references the shooting range.

Motion: Blain made a motion, seconded by White, to approve first reading of Ordinance #ZA2024-08-05 (A). **Vote:** Unanimous. Motion carried.

- B. (Previously deferred) First Reading of Ordinance #ZA2024-02-05 (B) to annex approximately 446 acres of property, located at or near the corner of Hwy 378 and Juniper Bay Road, Hwy 378 and Airport Rd, and on Dunn Shortcut Rd (PIN's 337-00-00-0009; 336-00-00-0043; 336-00-00-0044; 336-00-00-0045; 337-08-01-0004; 336-13-04-0006; 336-14-04-0011; 336-15-03-0003; 370-00-00-0011; and 370-04-01-0004), and rezone from the Horry County Commercial Forest Agriculture (CFA) district, Horry County Highway Commercial (HC) district, Horry County Residential, no mobile homes allowed (SF40) district, City of Conway Low/Medium-Density Residential (R-1) district, and the City of Conway Heavy Industrial (HI) district to the City of Conway Planned Development (PD) district.** Hucks said that this project is formerly known as the Tributary Planned Development, and the last time it was before Council for consideration was in January of this year, when the request was ultimately deferred. The request was also discussed at the budget retreat in February, where concerns of TRC, staff and Council were discussed. Some of these concerns included: the density of the tracts located on Dayton Drive; the connecting road proposed through the city shop complex; the location of the park / amenity center; the flex tracts on the Highway 378 side having flexibility for commercial or residential uses...commercial only was preferred; details of the proposed trail system; and the quality of homes to be constructed on some of the lots that were proposed to be very narrow. Since that time, there has been a change in the homebuilder for the project. The applicants have made some changes to the proposed planned development and have addressed many of the comments that staff and council had. Additionally, with the removal of the properties on Dayton Drive from the PD, as well as the removal of multifamily as a possible use on one of the previous flex tracts, there has been a reduction in the total number of proposed residential units, bringing the total number of units down from 1,767 to 1,261; a difference of 506 residential lots or units.

Hucks stated that the applicants are asking for first reading of the request, with the understanding that second reading cannot occur until Planning Commission has provided a recommendation on the amended PD and until all outstanding comments have been addressed. The annexation/rezoning request has been readvertised for a public hearing to be held at the August 1 Planning Commission meeting. Staff have also reposted the property and resent letters to property owners whose property is within 200' of any of the subject properties. Hucks informed Council that she was happy to go into more detail on the request at this time; however, this item is also proposed to be discussed at the workshop portion of this meeting.

Motion: Blain made a motion, seconded by Hardwick, to approve first reading of Ordinance #ZA2024-02-05 (B). **Vote:** Unanimous. Motion carried.

- C. (Previously deferred) First Reading of Ordinance #ZA2024-02-05 (A), of a request for the City of Conway to enter into a development agreement for the development of property located at or near the corner of Highway 378 and Juniper Bay Road, Highway 378 and Airport Road, and on Dunn Shortcut Road (PIN's 337-00-00-0009; 336-00-00-0043; 336-00-00-0044; 336-00-00-0045; 337-08-01-0004; 336-13-04-0006; 336-14-04-0011; 336-15-03-0003; 370-00-00-0011; and 370-04-01-0004).**

Motion: Goldfinch made a motion, seconded by Blain, to defer first reading of Ordinance #ZA2024-02-05 (A) to Executive Session. **Vote:** Unanimous. Motion carried.

- D. First Reading of Ordinance #2024-08-05 (B), an ordinance to adjust the tax millage rate in the FY 24-25 budget.** Emrick stated that this item was discussed at the Budget Retreat. This is a reassessment year for real property in Horry County and will determine what the new value for billing for the City will be and then the City is required to roll back the millage rate so that there is not a tax increase that goes with the reassessment. The City's millage will go from 87.7 mills to 82.2 mills. After the tax increase was approved in the new budget the new millage rate will be 95.3, which is 5.5 mills decrease in the City's previous, and which reflects revenue neutral. Emrick stated that those people that are upset when they get their reassessment notice because their property is worth more, they are not being taxed more on that reassessment because the millage rate is being reduced now.

Motion: White made a motion, seconded by Jordan, to approve first reading of Ordinance #2024-08-05 (B). **Vote:** Unanimous. Motion carried.

- E. First Reading of Ordinance #2024-08-05 (C), an ordinance granting a water and sewer utility easement to 1707 9th Avenue (PIN 368-02-02-0028) across property of the City of Conway (PIN 368-02-02-0036) running from Wright Blvd to 1707 9th Avenue.** Dudley stated that this is a request for a water and sewer utility easement at 1701 9th Avenue to cross City property running from Wright Blvd. The property previously had service last in June 2015. There is no record of an existing easement, however this easement would be the most cost-effective solution for both parties.

Motion: Blain made a motion, seconded by Goldfinch, to approve first reading of Ordinance #2024-08-05 (C). **Vote:** Unanimous. Motion carried.

CONSIDERATION:

- A. Consideration of a Resolution Authorizing the Acceptance of the Parcel Known as the Skipper Tract Within the City of Conway.** Hyman stated that for years the City has acquired conservation property and worked with local conservation groups to make this happen and with that in mind the Historic Ricefields Association reached out to the city about giving this parcel to the city to add to that conservation property network. This parcel is known as the Skipper Tract and is approximately 182 acres. The city owns the parcel to the north and to the south. The parcel is currently in the city and zoned R1, so if it is acquired a rezoning action would come before Council to rezone it to Conservation Preservation.

Motion: White made a motion, seconded by Goldfinch, to adopt the Resolution to accept the parcel known as the Skipper Tract. **Vote:** Unanimous. Motion carried.

- B. Consideration of a Proposed Street Name from Second Avenue to Laurel Street.** Long stated that towards the river there is an improved paved road in front of the Peanut Warehouse that connects Second Avenue over to Laurel Street. Long said that lots of

events happen in this area, and this connector road needs to be named, such as Peanut Road to memorialize the area. Planning Commission will give final approval once Horry County 911 confirms that there is no duplicate name that would hinder response time in an emergency.

Motion: Blain made a motion, seconded by Butler, to approve the proposed street name to Peanut Road. **Vote:** Unanimous. Motion carried.

CITY ADMINISTRATOR'S REPORT:

Emrick informed Council of the following:

- Emrick started with some updates from the Parks and Recreation Department. Last weekend, they hosted the Top Gun Summer Nationals Baseball Tournament which featured 31 teams from all over the Southeast.
- On Friday, the first of our Sensory Friendly Movie Nights will take place at the Terrace with the Lion King. This is part of our ongoing efforts to be more inclusionary with our Autism and Neurodivergent population.
- Rockin on the River is scheduled for August 3rd from 10 a.m. until 7 p.m. There will be live music, food trucks, kayak and paddle board races, the Float parade, and more.
- Emrick said that the city has broken the Town Green work out separately from the rest of the project so we can make sure that it is finished before the fall festivities arrive. This project will make the Town Green larger, connect the Garden Walk to 2nd Avenue and the Planning Alley, install stormwater infrastructure to drain the area, improve lighting and landscaping and make way for the next round of projects which will include improved parking, the splash pad and more.
- National Night out is August 6th from 6 p.m. to 8 p.m. This is typically a Public Safety led initiative to focus on how as a community, we can stop crime together. This year, the Police Department has invited other departments to participate and speak about the services they offer to the community. It is at the Conway Sports and Fitness Center and there will be food and games.
- Last week, the city was in a dire drought situation. The city has received some rain over the last few days which has improved our standing but is still in a moderate drought. There are areas of the County still in an extreme drought. Droughts are something we have a plan for as does Grand Strand Water and Sewer. We will continue to monitor just as we do hurricanes and be in contact with you should conditions worsen or require any action.
- This week is the Municipal Association's annual meeting in Greenville. While the sessions are always very good for elected officials, Emick asked Council to take time to explore Greenville and take note of the things that they like and would like staff to try to implement. Exploring other cities' successes is one of the best ways to create the city's own successes.
- Staff will have our annual Emergency Management Exercise next Monday. Chief Hendrick always challenges staff with a new disaster scenario which challenges all departments to formulate their responses to the disaster. This has drastically assisted us in preparation for hurricanes, ice storms, and maybe even the first alien attack. Emrick said that his fingers are crossed for that scenario this time.
- There were no department head reports today, but there were two workshop items before the executive session that was on the agenda.

COUNCIL INPUT:

Helms applauded the Rec Department, including the staff, girls' softball, coaches, players, and the pickleball courts. Helms then said that she appreciates all of staff that work outside in the heat.

Butler said that Riverfest was great but wants the city to be mindful next year when closing roads of the one business, Waccamaw Outfitters that was completely isolated. Butler wants everyone to be aware of the back-to-school events and giveaways.

White asked that water be on the trucks for staff that works outside.

Jordan congratulated the girls' softball team and recommended that the Rec Center request to host the state championship tournament.

Hardwick also congratulated the girls' softball team on being state champions. Hardwick then congratulated the Chamber of Commerce on a great Riverfest and said that she liked the layout with being able to access the store by boat. Hardwick thanked staff for everything.

WORKSHOP:

Discussion of a possible TIF District for Downtown – Gary Pope of Pope Flynn Group gave a presentation to Council on 2 possible options for redevelopment financing: 1) Tax Increment Financing District (TIF) or 2) Multi-County Business Park (MCBP). Pope said that tax increment financing allows a city to borrow money for redevelopment within its incorporated boundaries, with debt service to be provided from the incremental property tax revenues resulting from the value added by the redevelopment project. Pope reviewed the statutory process and stated that the TIF could be established within 45 days but could take up to 70 days and he went over what is included in the redevelopment plan. Pope told of the consent process and said that obtaining the participation of the County and School District is the key to a successful TIF District. Pope told of considerations for the TIF.

Pope then explained the Multi-County Business Park process and considerations.

Pope said that both TIF Districts and MCBP's have been used with success in redevelopment financing. TIF Districts are better known and understood, but the 2005 amendment makes the consent of the County and School District critical. MCBP's are less well understood, but very flexible and increasing in prevalence.

Emrick stated that the TIF District would include wrapping the Riverfront, including the Ash Ponds, new Riverwalk area, come around 2nd Avenue to 1st Avenue, 3rd Avenue, and up around Coast RTA.

Brookhaven Planned Development – Hucks said that there is a new home builder associated with this planned development and they have reduced the acreage by about 40 acres by removing parcels on Dayton Drive, and the road through the City Shop complex was removed. The neighborhood amenity center and the City Park were moved to a more central location. The flexibility of flex tract along Highway 378 was removed, and the one tract is reserved solely for commercial uses. The removal of the flexibility of one of the flex tracts to do multifamily reduces

the overall number of residential units from 1,767 to 1,261. Hucks showed several streetscape examples. Discussion was had on the lot widths, flex tract with townhomes, Master Plan, Open Space Master Plan, commercial spaces, retention ponds, Airport Overlay District, Macala Acres, and the traffic improvements. Hucks stated that staff is still going through revisions and will update Council.

EXECUTIVE SESSION: Motion: White made a motion, seconded by Hardwick to enter into Executive Session for the following: (A) Discussion on Contractual Negotiations Incident to the Potential Development of Riverfront Property [pursuant to SC Code §30-4-70(A) (5)]; (B) Discussion on Contractual Negotiations Incident to the Potential Acquisition of Property on Highway 378 [pursuant to SC Code §30-4-70 (A) (2)]; and (C) Discussion of a Proposed Development Agreement known as Brookhaven [pursuant to SC Code §30-4-70 (A) (2)].

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

POSSIBLE ACTION ON MATTERS DISCUSSED IN EXECUTIVE SESSION: Motion: Helms made a motion, seconded by Goldfinch to approve first reading of Ordinance #ZA2024-02-05 (A) to enter into a Development Agreement for a subdivision known as Brookhaven. **Vote:** Unanimous. Motion carried.

Motion: Blain made a motion, seconded by Jordan to authorize the City Administrator to purchase property on Highway 378. **Vote:** Unanimous. Motion carried.

Motion: Blain made a motion, seconded by Hardwick to authorize the City Administrator to begin negotiations with the developer relative to riverfront property. **Vote:** Unanimous. Motion carried.

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

APPROVAL OF MINUTES: Minutes approved by City Council this ____ 5 ____ day of
____ August _____, 2024.

Alicia Shelley, City Clerk

DATE: AUGUST 5, 2024

ITEM: V.

Presentation of Longevity Awards – July 2024

- 5 Years: William “Ashley” Smith, Recreation
- 5 Years: Robert DeGiovine, Public Utilities
- 5 Years: Jarred Hucks, Public Utilities
- 10 Years: Matthew “Garth” Holt, Police
- 10 Years: Ancil “Monty” Martin, Hospitality & Beautification
- 10 Years: Bryson Gillig, Hospitality & Beautification
- 10 Years: Michael Greene, Recreation
- 10 Years: James Floro, Recreation
- 20 Years: Lynn Smith, Human Resources
- 20 Years: Bryan Williams, Recreation

DATE: AUGUST 5, 2024
ITEM: VI.A.

ISSUE:

First Reading of Ordinance #ZA2024-08-19 (A) to annex approximately 5 acres of property located at 2493 Hwy 501, (PIN 383-14-02-0002), and rezone from the Horry County Highway Commercial (HC) to the City of Conway Light Industrial (LI) zoning district.

BACKGROUND:

On June 17th, 2024, the applicant submitted an annexation and rezoning application for the subject property, located at 2493 Hwy 501. The property is currently zoned Horry County Highway Commercial (HC) and is currently the location of the business Clayton Homes. The property is a donut hole along this portion of Hwy 501, and the adjacent parcels have been within the City of Conway for a number of years. The property has a restrictive covenant on file and annexation is being required at this time, in accordance with the conditions of the existing restrictive covenant agreement.

Per Section 3.2.13 of the UDO, the intent of the Light Industrial (LI) district is to *provide areas for light industrial uses, such as manufacturing, processing, repairing of goods, wholesaling, storage, packaging, distribution and retailing while ensuring adjacent and nearby properties are not adversely impacted.*

Surrounding uses/Zoning Districts:

The property abuts parcels zoned City of Conway Light Industrial (LI), and City of Conway Highway Commercial. Adjacent uses is a self-storage facility, and Tyson Sign company office space; both of which are zoned LI.

CITY OF CONWAY COMPREHENSIVE PLAN:

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

PLANNING COMMISSION:

Planning Commission recommended approval of the request with staff's recommendation to change the zoning district from Horry County Highway Commercial to City of Conway Light Industrial.

CITY COUNCIL:

Staff presented the request to City Council at their July 15th meeting. Council indicated during discussion of the request that they were in support of HC for the property, not LI.

STAFF RECOMMENDATION:

Staff recommends approval of annexing the property as Light Industrial (LI) due to the existing use of the property.

ATTACHMENTS: Application; GIS Maps

ORDINANCE #ZA2024-08-19 (A)

**AN ORDINANCE TO ANNEX APPROXIMATELY 5 ACRES OF PROPERTY
LOCATED AT 2493 HWY 501, (PIN 383-14-02-0002), AND REZONE FROM THE
HORRY COUNTY HIGHWAY COMMERCIAL (HC) TO THE CITY OF CONWAY
LIGHT INDUSTRIAL (LI) ZONING DISTRICT.**

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

SECTION 1. FINDINGS:

A petition has been submitted to the City Council of the City of Conway to annex approximately 5 acres of property described herein and represented on a map. The City Council of the City of Conway has determined that the annexation of this area into the City of Conway will be to the advantage of the municipality.

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

ALL AND SINGULAR, those certain parcels, lots, or tracts of land in Conway Township, County and State aforesaid, containing approximately 5 acres of property located at 2493 Hwy 501 (PIN 383-14-02-0002), and request to rezone from the Horry County Highway Commercial (HC) district, to the City of Conway Light Industrial (LI) district.

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

SECTION 2. APPLICATION OF ZONING ORDINANCE:

The property is admitted as City of Conway Light Industrial (LI) area under the zoning laws of the municipality.

SECTION 3. EFFECTIVE DATE:

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

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

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

Barbara Jo Blain, Mayor

Larry A. White, Mayor Pro Tem

Amanda Butler, Council Member

William M. Goldfinch IV, Council Member

Julie Ann Hardwick, Council Member

Beth Helms, Council Member

Justin D. Jordan, Council Member

ATTEST: Alicia Shelley, City Clerk

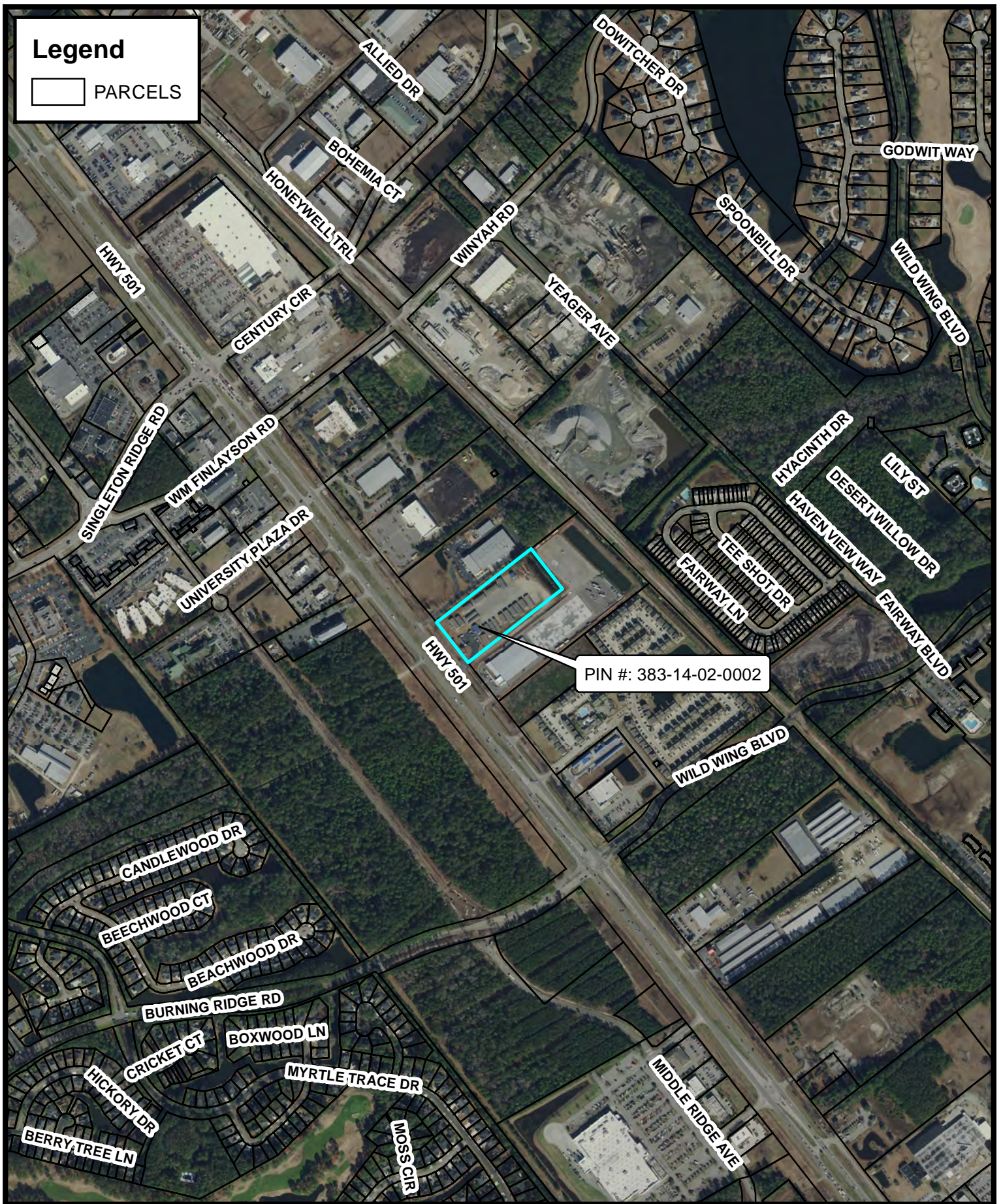
First Reading: _____

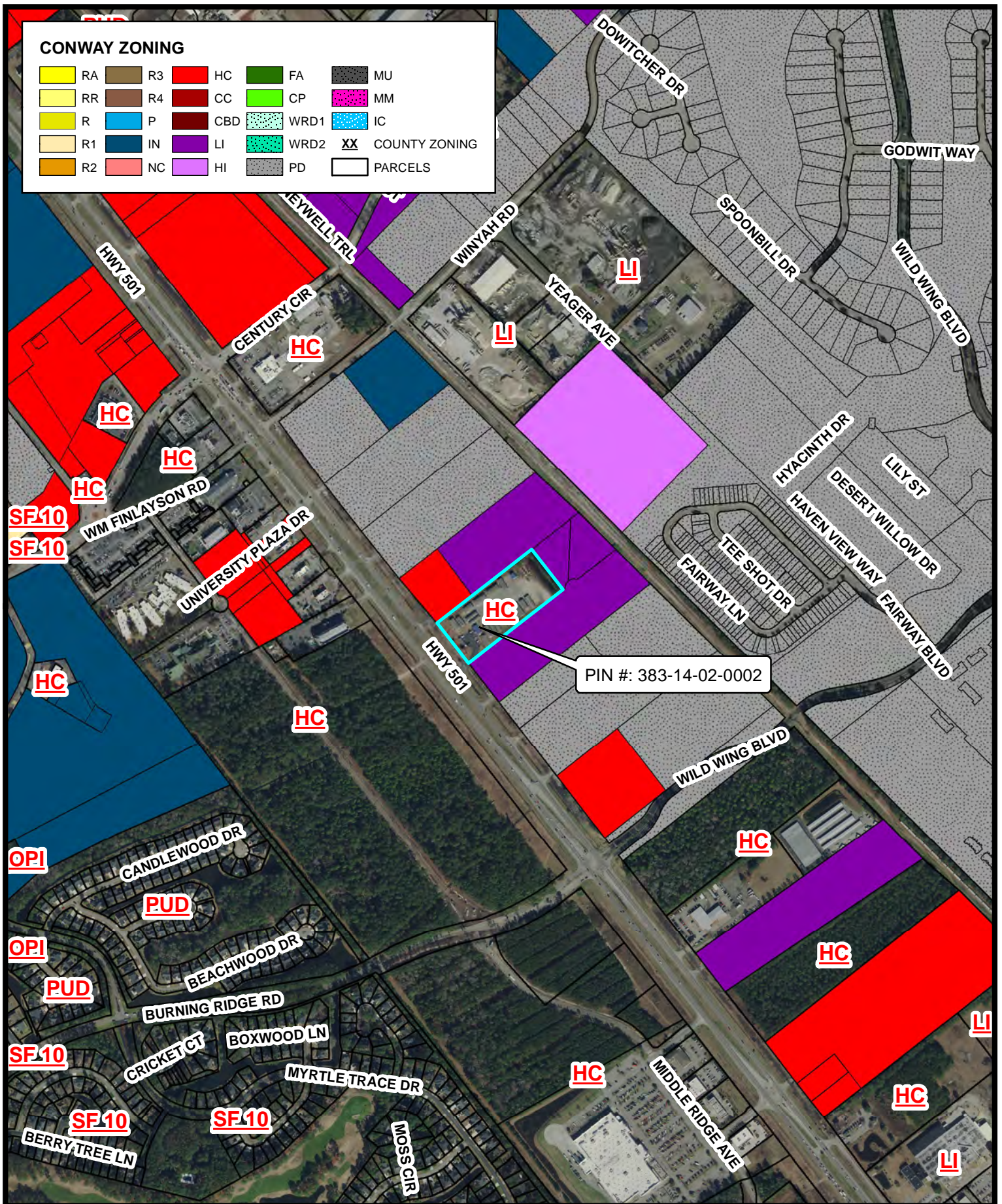
Final Reading: _____

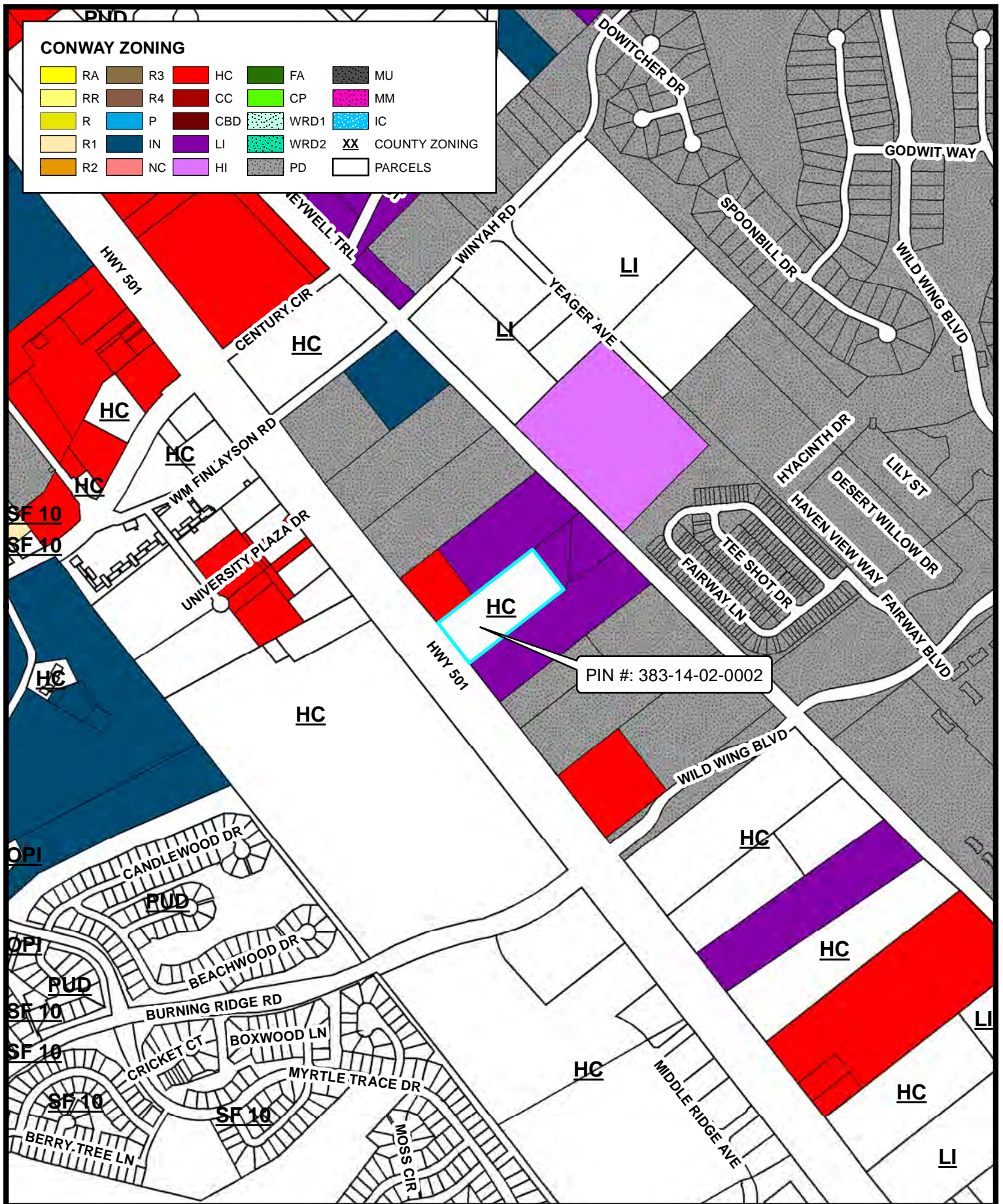
Legend

 PARCELS



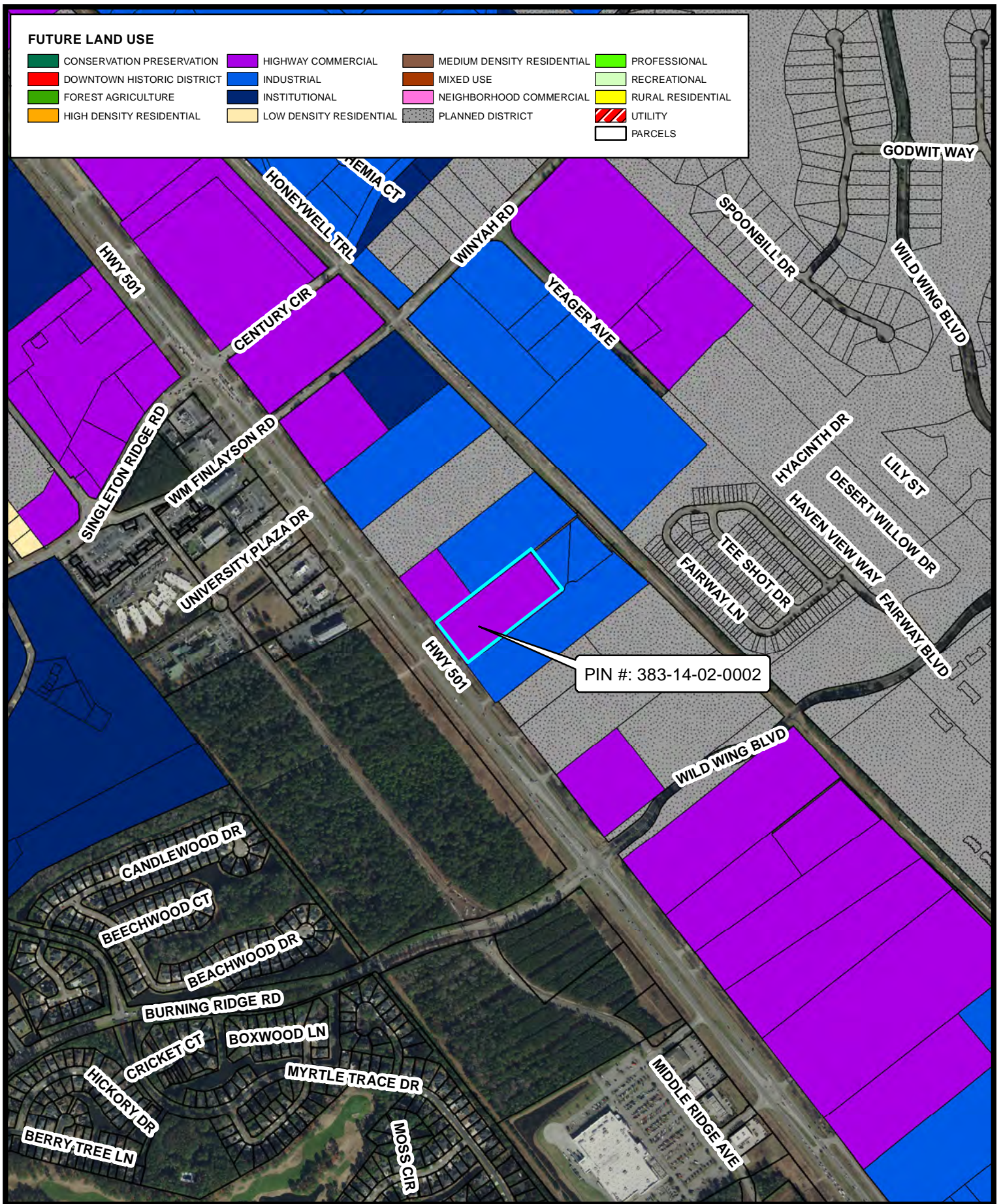











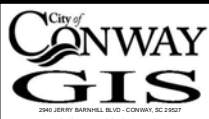
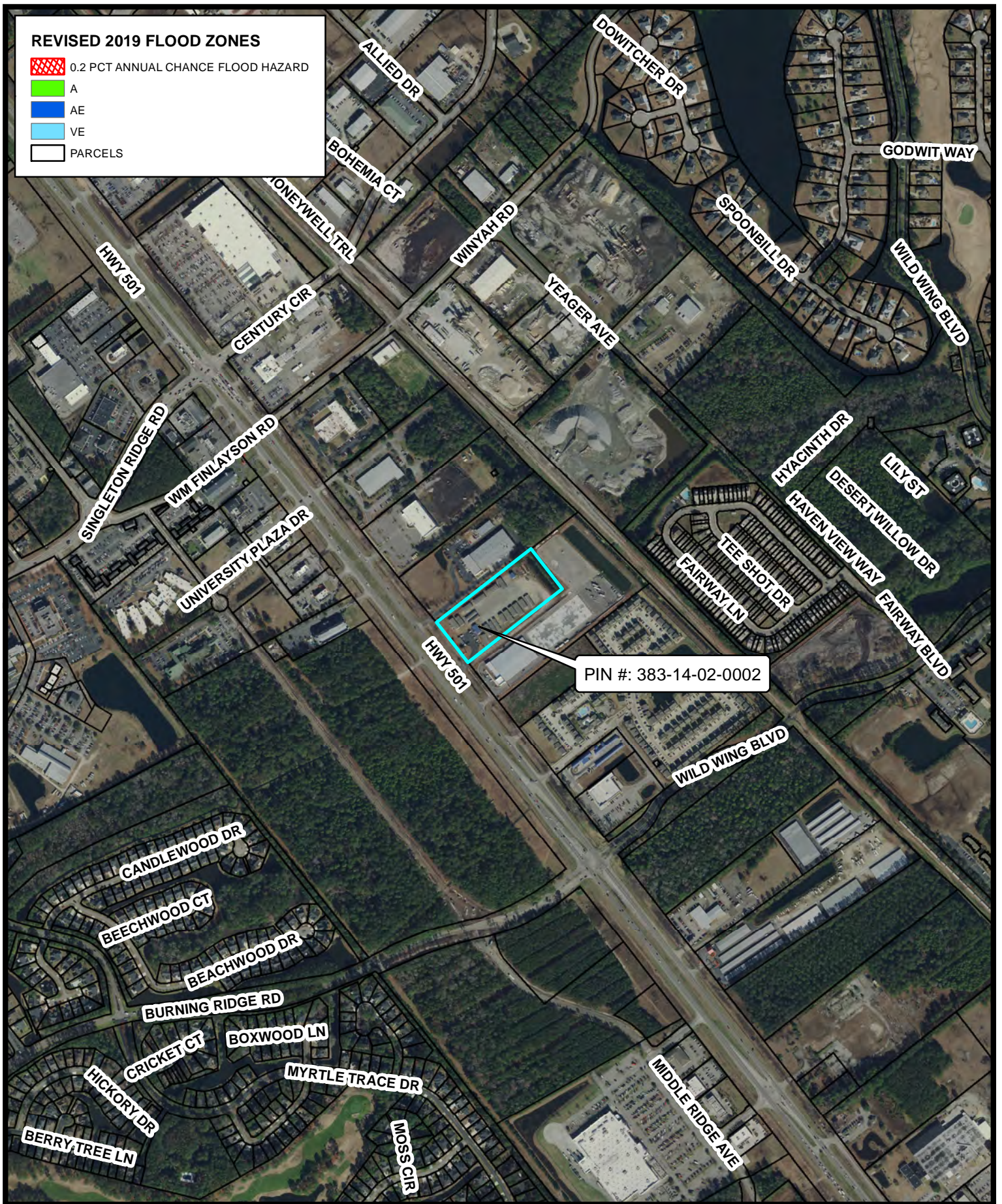
FUTURE LAND USE

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



REVISED 2019 FLOOD ZONES

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



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



PIN #: 383-14-02-0002
TMS #: 151-00-03-049
2493 E HWY 501 (CLAYTON HOMES)
(P24-0155)



MAYOR
Barbara Jo Blain-Bellamy

MAYOR PRO TEM
Larry A. White



COUNCIL MEMBERS
Amanda Butler
William M. Goldfinch IV
Julie Ann Hardwick
Beth Helms
Justin D. Jordan

June 7, 2024

CMH Homes Inc
Retail Prop Dept #295
Maryville TN 37802-9790

Re: PIN # 383-14-02-0002 Legal Description: ; LOT B

Your property is adjacent to Conway City Limits, and the City of Conway is requesting you to annex into the City limits and rezone it from Horry County Highway Commercial (HC) zoning district to City of Conway Highway Commercial (HC) zoning district.

The annexation process is not complicated, and all associated fees will be waived. Staff will walk you through the entire process. For most single-family residential homes, the annexation process includes two readings of the annexation request at City Council. For all other uses, the annexation process requires City of Conway Planning Commission approval in addition to the two City Council readings.

To begin the process, you will need to fill out the attached forms. We have already filled out some portions for you; please fill out the remaining portions. On the Zoning Map Amendment Application, we have added our recommendation for the "Requested Zoning Classification". You can contact the Planning Department to discuss the requested zoning classification and its allowed uses at 843-488-9888. Once the forms have been completed, they can be sent via email to aemrick@conwaysc.gov or mailed to the address below:

City of Conway
Attn: Adam Emrick
PO Drawer 1705
Conway, SC 29528
(843) 488-248-1760

Please call if you have any questions, and we look forward to welcoming you to the City of Conway!

Sincerely,

A handwritten signature in black ink, appearing to read "Adam Emrick".

Adam Emrick
City Administrator

Pros of Annexation into the City:

1. **Decreased Water Rates:** Upon incorporation into the city, water rates are slashed, offering significant savings on water consumption for residents and businesses alike.
2. **Improved Garbage Collection Services:** Enjoy more efficient and cost-effective garbage collection services, ensuring cleaner neighborhoods and reducing environmental impact.
3. **Discounted Rates for Commercial Dumpster Services:** Businesses benefit from discounted rates for both dumpster rentals and purchases, helping to manage waste disposal costs effectively.
4. **Lower Fire Insurance Premiums:** Annexation into the city results in lower fire insurance premiums for property owners, contributing to overall cost savings and improved safety measures.
5. **Community Representation:** Residents gain a voice in local governance and decision-making processes, ensuring their interests are represented and addressed by elected officials.



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning
Department 196 Laurel Street, 29526

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

www.cityofconway.com

Instructions:

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

STATE OF SOUTH CAROLINA)
)
COUNTY OF HORRY)

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF CONWAY

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

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

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

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

PROPERTY LOCATION/SUBDIVISION: ; LOT B

PIN: 383-14-02-0002 ACREAGE: 5

PROPERTY ADDRESS: 2493 W HWY 501, Conway, SC 29526

PROPERTY OWNER MAILING ADDRESS: CMH Homes, Inc. POB 4098 MARYVILLE TN 37802-9790

PROPERTY OWNER TELEPHONE NUMBER: 865 380 3000

PROPERTY OWNER EMAIL: RTLICENSE@CLAYTONHOMES.COM

APPLICANT: CMH HOMES, INC. dba CLAYTON HOMES #295

APPLICANT'S EMAIL: RTLICENSE@CLAYTONHOMES.COM IS

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

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

PROPERTY OWNERS (Attach additional sheets if necessary)

(Print)

Larry Carter

(Print)

(Signature)

Larry Carter

(Signature)

DATE: _____

DATE: 6/17/2024

DATE: _____



Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

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

www.cityofconway.com

Notice

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

PHYSICAL ADDRESS OF PROPERTY: 2493 W HWY 501, Conway, SC 29526 FEE PAID () YES () NO
AREA OF SUBJECT PROPERTY (ACREAGE): 5 PIN: 383-14-02-0002
CURRENT ZONING CLASSIFICATION: Horry County Highway Commercial
COMPREHENSIVE PLAN 2035 FUTURE LAND USE: Highway Commercial
REQUESTED ZONING CLASSIFICATION: City of Conway Highway Commercial

NAME OF PROPERTY OWNER(S):

CMH HOMES INC

PHONE # _____

PHONE # _____

MAILING ADDRESS OF PROPERTY OWNER(S):

CMH HOMES, INC.dba Clayton Homes #295

PO Box 4098, Maryville, TN 37802

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

Larry Carter

6/17/2024

PROPERTY OWNER'S SIGNATURE(S)

DATE

PROPERTY OWNER'S SIGNATURE(S)

DATE

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

DATE: AUGUST 5, 2024
ITEM: VI.B.

ISSUE:

First Reading of Ordinance #ZA2024-08-19 (B) to annex approximately 0.8 acres located at 420 Maplewood Circle (PIN 324-06-04-0013), and rezone from the Horry County Residential District (SF 40), no mobile homes allowed to the City of Conway Low/Medium Residential (R-1) district.

BACKGROUND:

An application was submitted by Meredith Dudley on July 3, 2024, as a requirement to connect to water and/or sewer utilities. According to Horry County Land Records, the property was transferred into the applicant's name on June 25, 2024. The property is within the Maplewood subdivision, located off Long Avenue Extension. There is an existing single-family residence on the property.

CITY OF CONWAY COMPREHENSIVE PLAN:

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

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

STAFF RECOMMENDATION:

Staff recommends **approval of First Reading of Ordinance #ZA2024-08-19 (B)**.

ORDINANCE #ZA2024-08-19 (B)

**AN ORDINANCE TO ANNEX APPROXIMATELY 0.8 ACRES OF PROPERTY
LOCATED AT 420 MAPLEWOOD CIRCLE (PIN 324-06-04-0013), AND REQUEST TO
REZONE FROM THE HORRY COUNTY RESIDENTIAL, NO MOBILE HOMES
ALLOWED, (SF40) DISTRICT TO THE CITY OF CONWAY LOW/MEDIUM DENSITY
RESIDENTIAL DISTRICT (R-1) DISTRICT.**

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

SECTION 1. FINDINGS:

A petition has been submitted to the City Council of the City of Conway to annex approximately 0.8 acres of property described herein and represented on a map. The City Council of the City of Conway has determined that the annexation of this area into the City of Conway will be to the advantage of the municipality.

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

ALL AND SINGULAR, those certain parcels, lots, or tracts of land in Conway Township, County and State aforesaid, containing approximately 0.34 acres of property located at 420 Maplewood Circle (PIN 324-06-04-0013), and request to rezone from the Horry County Residential, no mobile homes allowed (SF40) district to the City of Conway Low/Medium Residential (R-1) district.

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

SECTION 2. APPLICATION OF ZONING ORDINANCE:

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

SECTION 3. EFFECTIVE DATE:

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

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

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

Barbara Jo Blain, Mayor

Larry A. White, Mayor Pro Tem

Amanda Butler, Council Member

William M. Goldfinch IV, Council Member

Julie Ann Hardwick, Council Member

Beth Helms, Council Member

Justin D. Jordan, Council Member

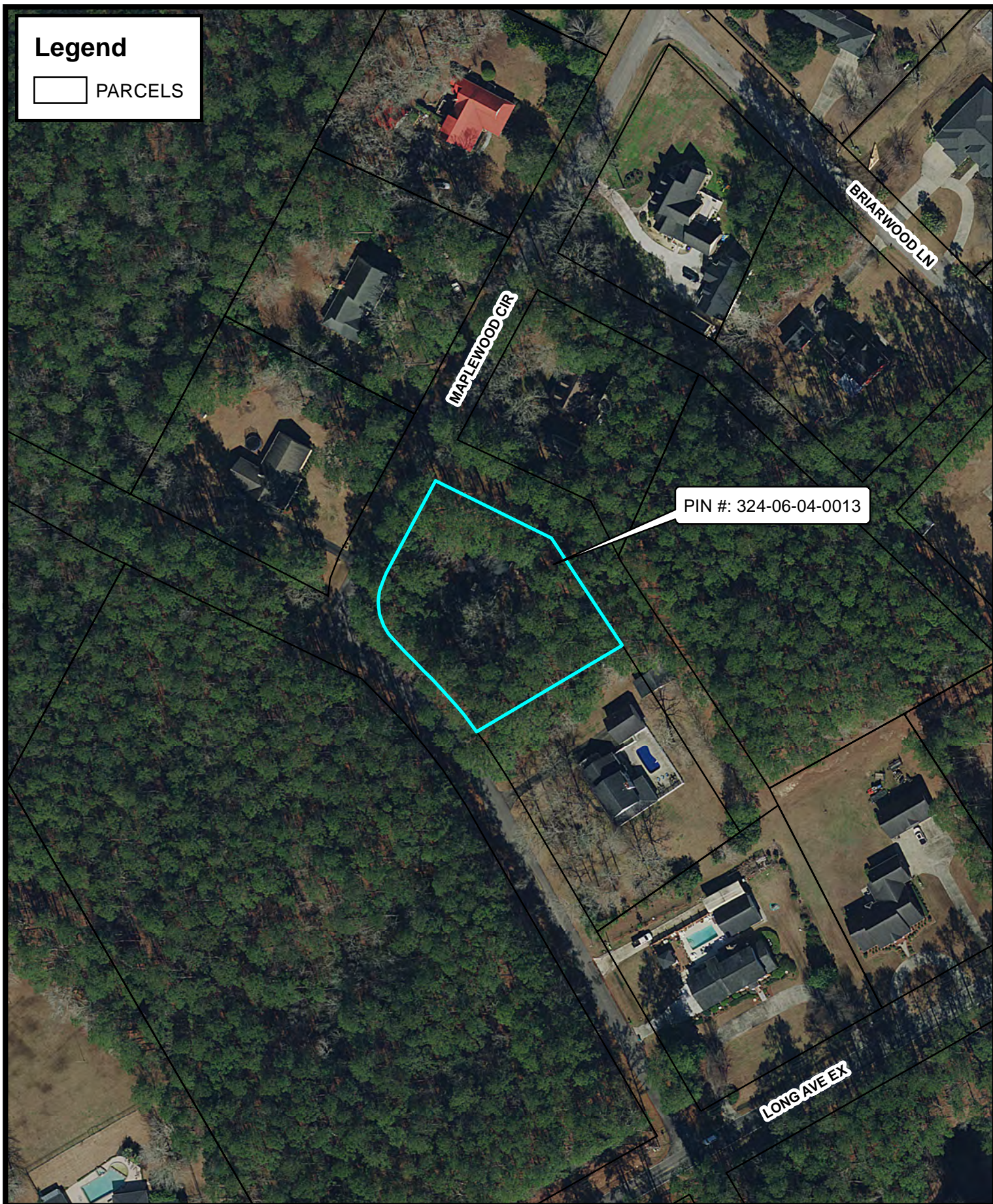
ATTEST: Alicia Shelley, City Clerk

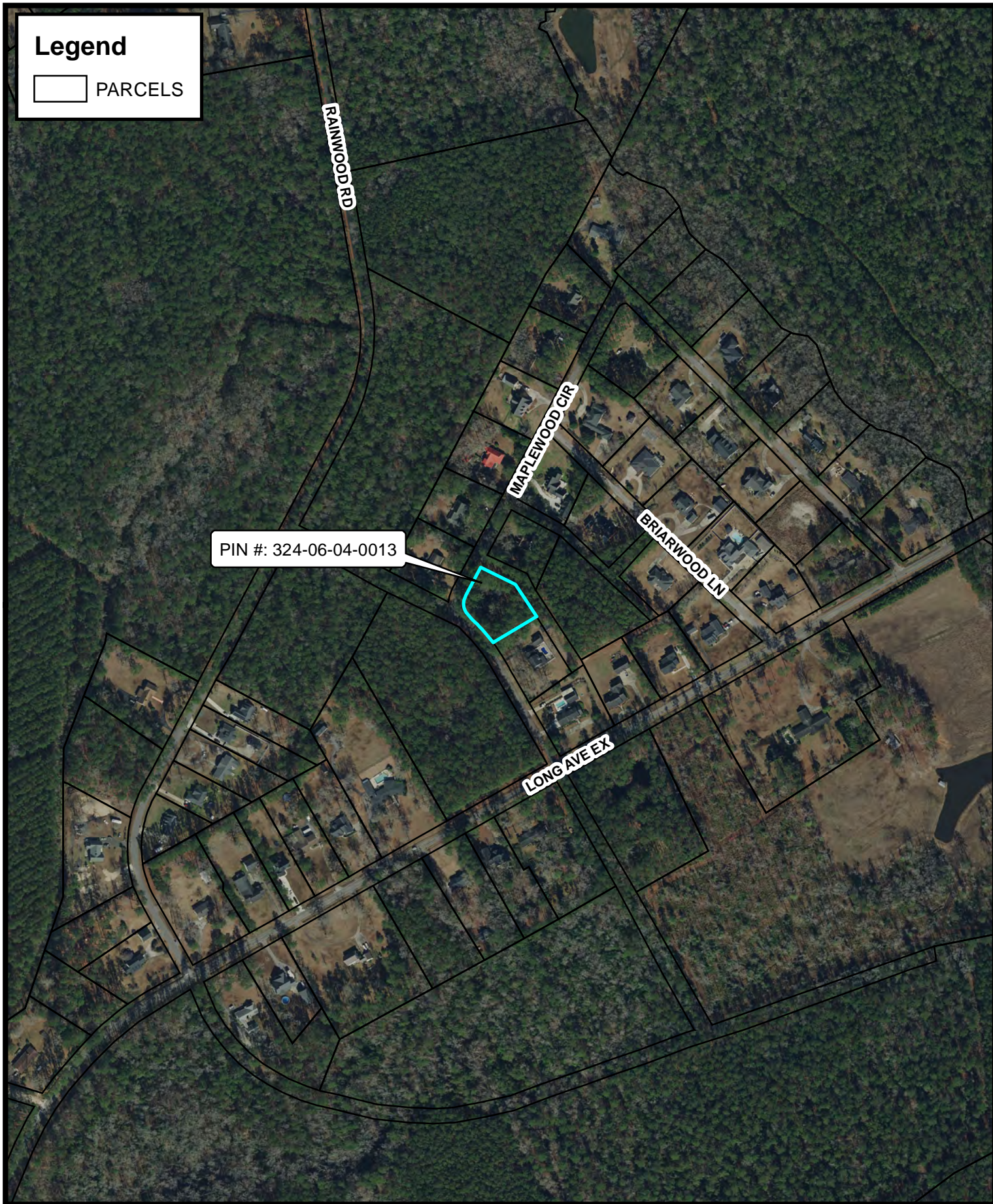
First Reading: _____

Final Reading: _____

Legend

 PARCELS

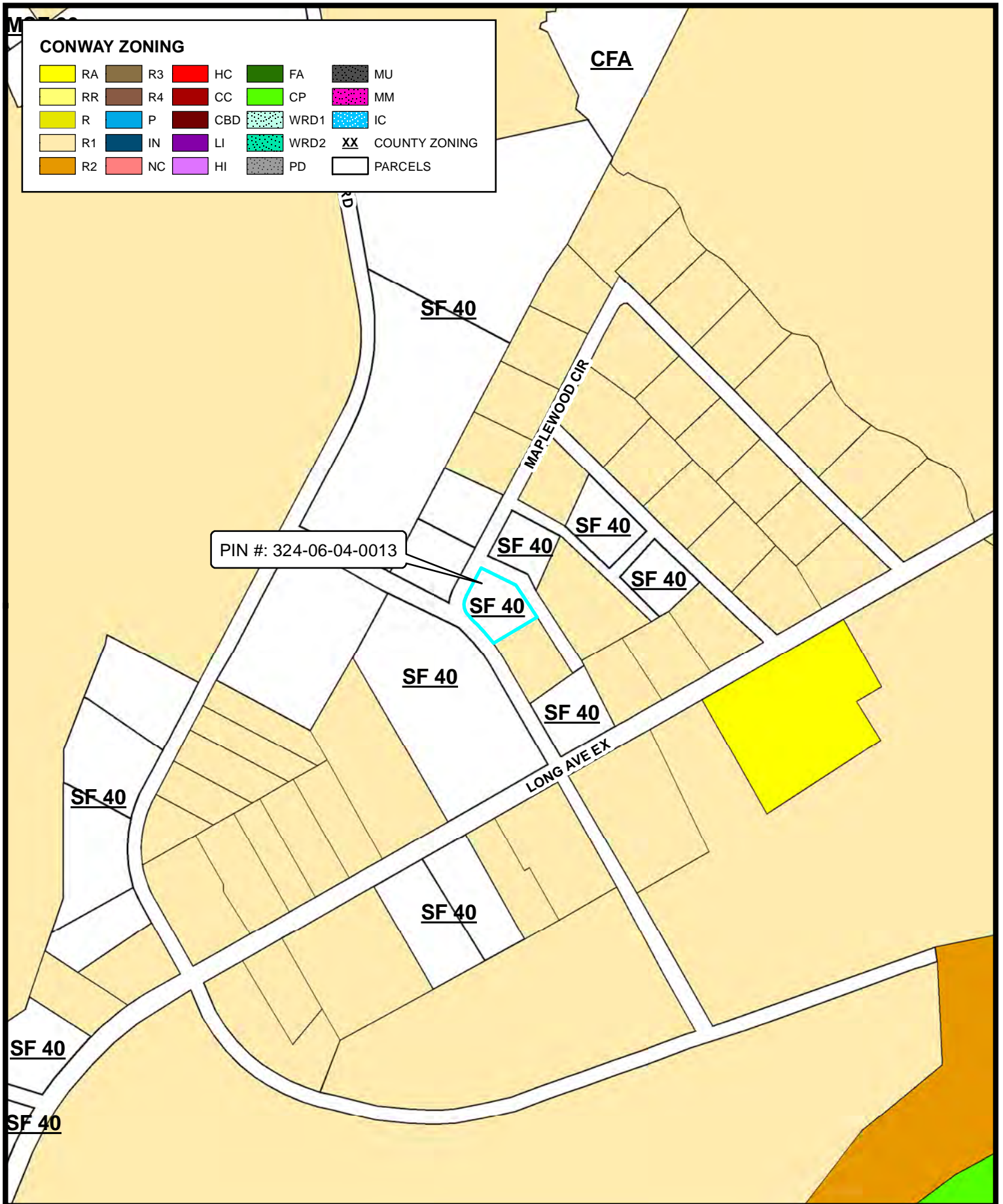





















Legend

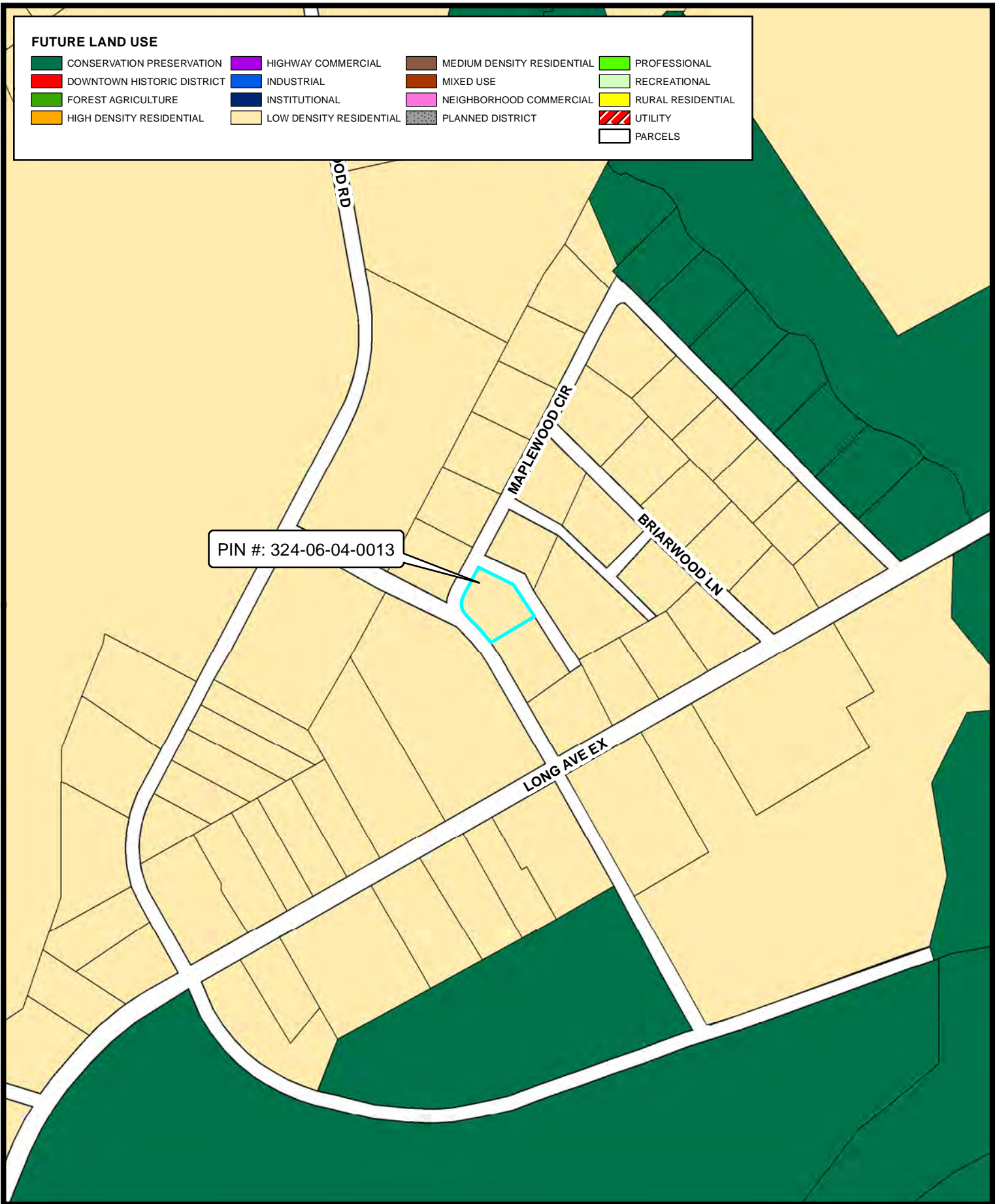
 PARCELS





FUTURE LAND USE

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

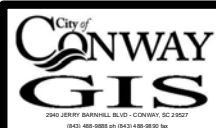
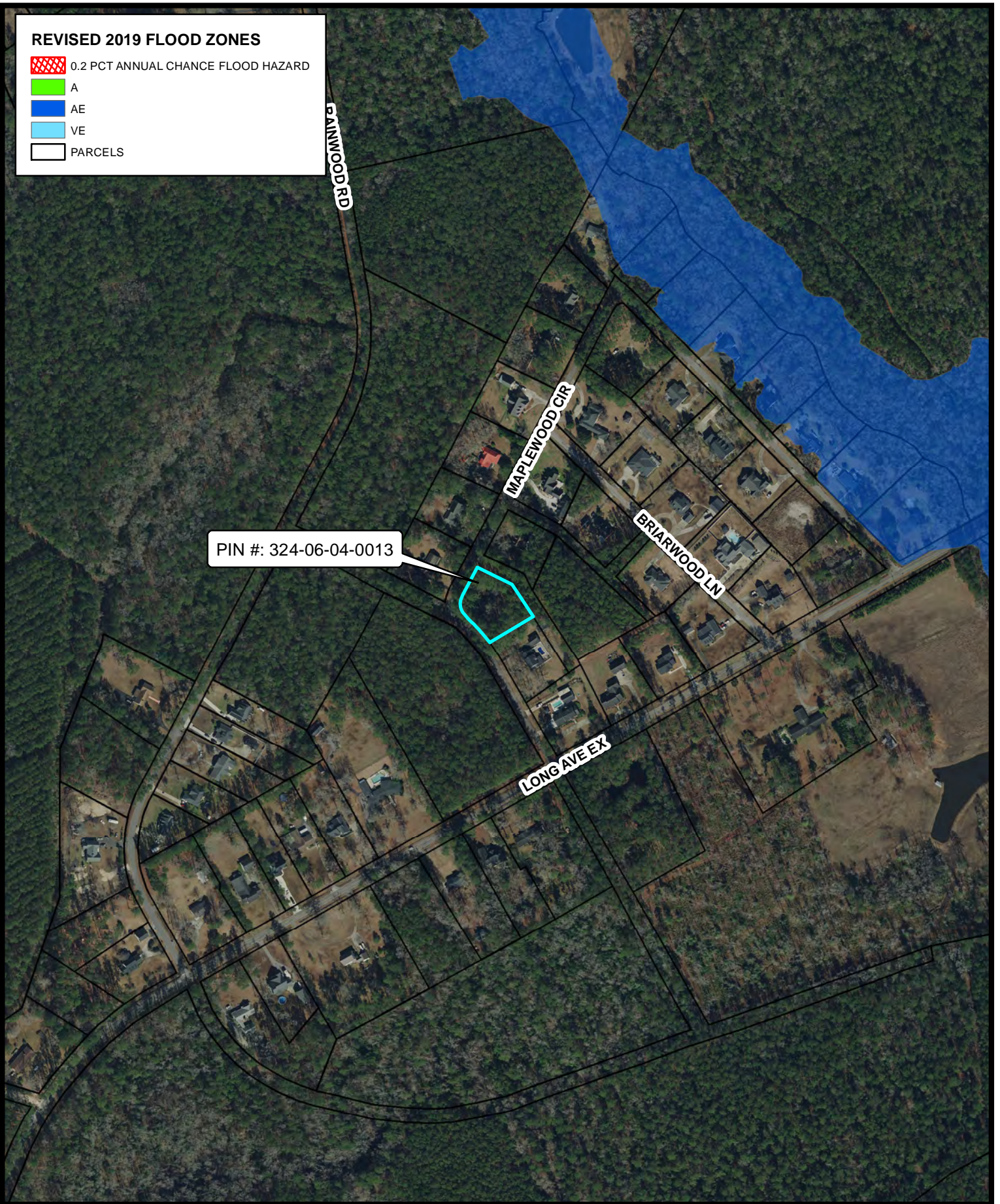


PIN #: 324-06-04-0013

REVISED 2019 FLOOD ZONES

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

PIN #: 324-06-04-0013



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



PIN #: 32406040013
TMS #: 1100002091
420 MAPLEWOOD CIR
(P24-0172)





PETITION FOR ANNEXATION

Staff Use Only

Received
BS&A#

City of Conway Planning
Department 196 Laurel Street, 29526

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

www.cityofconway.org

Instructions:

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

STATE OF SOUTH CAROLINA)

COUNTY OF HORRY)

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF CONWAY

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

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

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

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

PROPERTY LOCATION/SUBDIVISION: MAPLEWOOD; LT 29

PIN: 32406040013 ACREAGE: 0.8 Acres

PROPERTY ADDRESS: 420 Maplewood Circle

PROPERTY OWNER MAILING ADDRESS: 420 maplewood circle

PROPERTY OWNER TELEPHONE NUMBER: 908-752-2650

PROPERTY OWNER EMAIL: meredithcdudley@gmail.com

APPLICANT: meredith c dudley

APPLICANT'S EMAIL: meredithcdudley@gmail.com

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

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

PROPERTY OWNERS (Attach additional sheets if necessary)

meredith dudley meredith dudley
(Print) (Signature)

DATE: 6-28-2024

(Print)

(Signature)

DATE: _____



PETITION FOR ANNEXATION

Staff Use Only

Received: _____

BS&A #: _____

Is there a structure on the lot: yes Structure Type: house

Current Use: primary residence

Are there any wetlands on the property?

CIRCLE: YES ☐ NO ☒

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

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

CIRCLE: YES ☐ NO ☒

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

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

CIRCLE: YES ☐ NO ☒

If yes, please describe.

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

CIRCLE: YES ☐ NO ☒

If yes, please provide permit number and jurisdiction.

FEES ARE DUE AT SUBMITTAL.

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

PLEASE SUBMIT TO THE PLANNING & DEVELOPMENT DEPARTMENT

planning@cityofconway.com



Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

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

www.cityofconway.com

Notice

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

PHYSICAL ADDRESS OF PROPERTY: 420 Maplewood Circle FEE PAID () YES () NO
AREA OF SUBJECT PROPERTY (ACREAGE): 0.8 Acres PIN: 32406040013
CURRENT ZONING CLASSIFICATION: SF 40
COMPREHENSIVE PLAN 2035 FUTURE LAND USE: Low Density Residential
REQUESTED ZONING CLASSIFICATION: R-1

NAME OF PROPERTY OWNER(S):

Meredith Dudley

PHONE # 803-752-2650

PHONE # _____

MAILING ADDRESS OF PROPERTY OWNER(S):

420 Maplewood Circle
Conway SC 29526

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

Meredith Dudley
PROPERTY OWNER'S SIGNATURE(S)

6-28-2024
DATE

PROPERTY OWNER'S SIGNATURE(S)

DATE

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

DATE: AUGUST 5, 2024
ITEM: VI.C.

ISSUE:

First Reading of Ordinance #ZA2024-08-19 (C) to annex approximately 1.02 acres located at 4221 Siwel Road (PIN 295-16-01-0010), and rezone from the Horry County Commercial Forest Agriculture district (CFA) to the City of Conway Low/Medium Residential (R-1) district.

BACKGROUND:

The annexation application was submitted by James Tyson Bo Soles on July 16, 2024, as a requirement to connect to water and/or sewer utilities. According to Horry County Land Records, the property was transferred into the applicant's names on July 16, 2024. The property is within the Maple Hill subdivision, located between Collins Jollie Road and Long Avenue Extension. There is an existing single-family residence on the property. A restrictive covenant was recorded for this property on December 12, 1996.

CITY OF CONWAY COMPREHENSIVE PLAN:

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

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

STAFF RECOMMENDATION:

If it is the long-term goal of Council to annex the area, staff recommends continued annexation of properties in the area, and **approval of First Reading of Ordinance #ZA2024-08-19 (C)**.

ORDINANCE #ZA2024-08-19 (C)

**AN ORDINANCE TO ANNEX APPROXIMATELY 1.02 ACRES OF PROPERTY
LOCATED AT 4221 SIWEL ROAD (PIN 295-16-01-0010), AND REQUEST TO REZONE
FROM THE HORRY COUNTY COMMERICAL FOREST AGRICULTURE DISTRICT
(CFA) TO THE CITY OF CONWAY LOW/MEDIUM DENSITY RESIDENTIAL
DISTRICT (R-1) DISTRICT.**

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

SECTION 1. FINDINGS:

A petition has been submitted to the City Council of the City of Conway to annex approximately 1.02 acres of property described herein and represented on a map. The City Council of the City of Conway has determined that the annexation of this area into the City of Conway will be to the advantage of the municipality.

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

ALL AND SINGULAR, those certain parcels, lots, or tracts of land in Conway Township, County and State aforesaid, containing approximately 0.51 acres of property located at 4221 Siwel Road (PIN 295-16-01-0010), and request to rezone from the Horry County Commercial Forest Agriculture District (CFA) to the City of Conway Low/Medium Residential (R-1) district.

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

SECTION 2. APPLICATION OF ZONING ORDINANCE:

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

SECTION 3. EFFECTIVE DATE:

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

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

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

Barbara Jo Blain, Mayor

Larry A. White, Mayor Pro Tem

Amanda Butler, Council Member

William M. Goldfinch IV, Council Member

Julie Ann Hardwick, Council Member

Beth Helms, Council Member

Justin D. Jordan, Council Member

ATTEST: Alicia Shelley, City Clerk

First Reading: _____

Final Reading: _____



Legend



PARCELS



Legend

 PARCELS

MILL BERRY LN

BEAGLE TRL

LONG AVE EX

PIN #: 295-16-01-0010

SIWEL RD

COLLINS JOLLIE RD

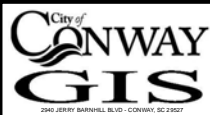
BRADFORD DR

HWY 813

HAGWOOD CIR

REGAL DR

LONG AVE EX

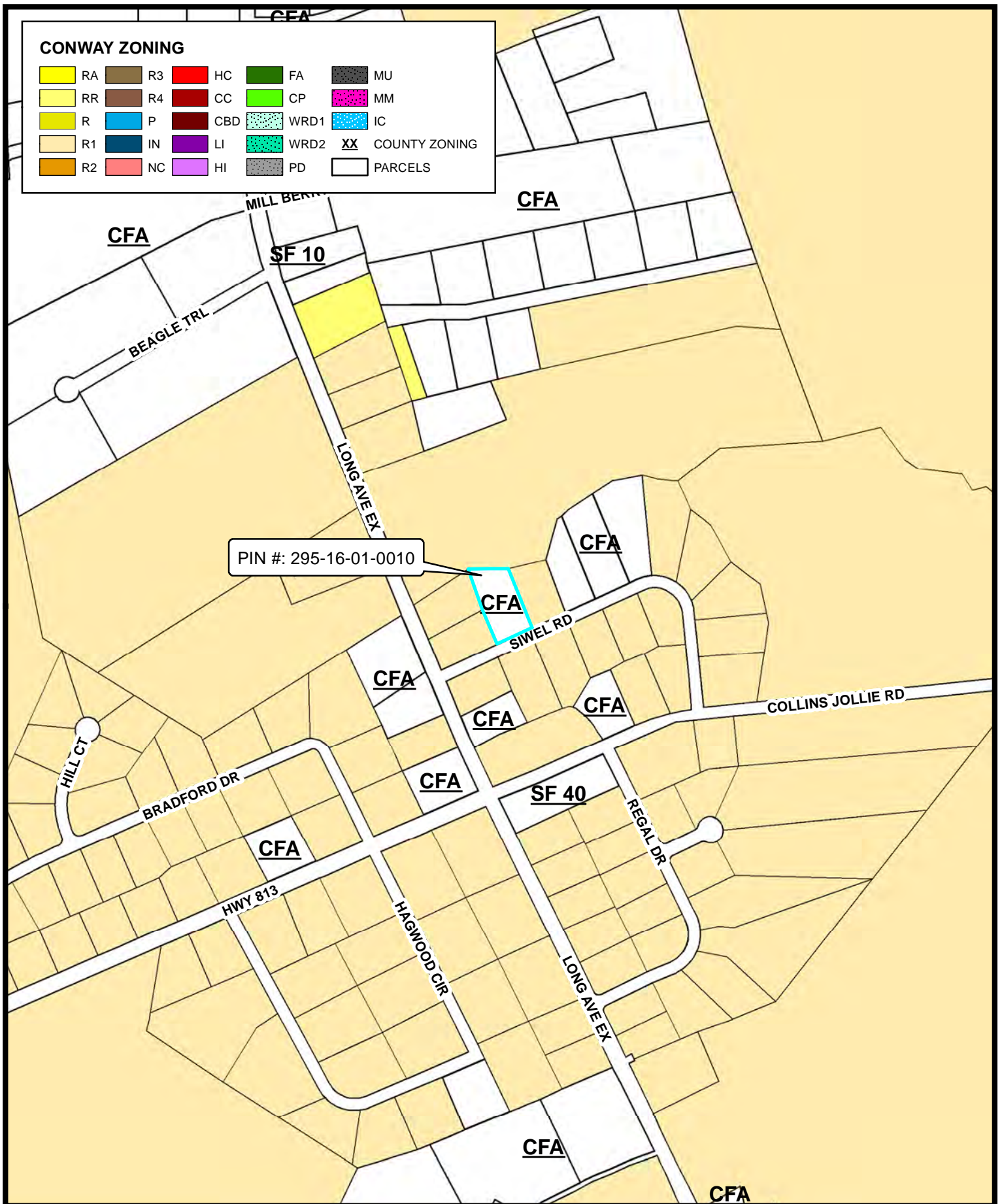


Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.
















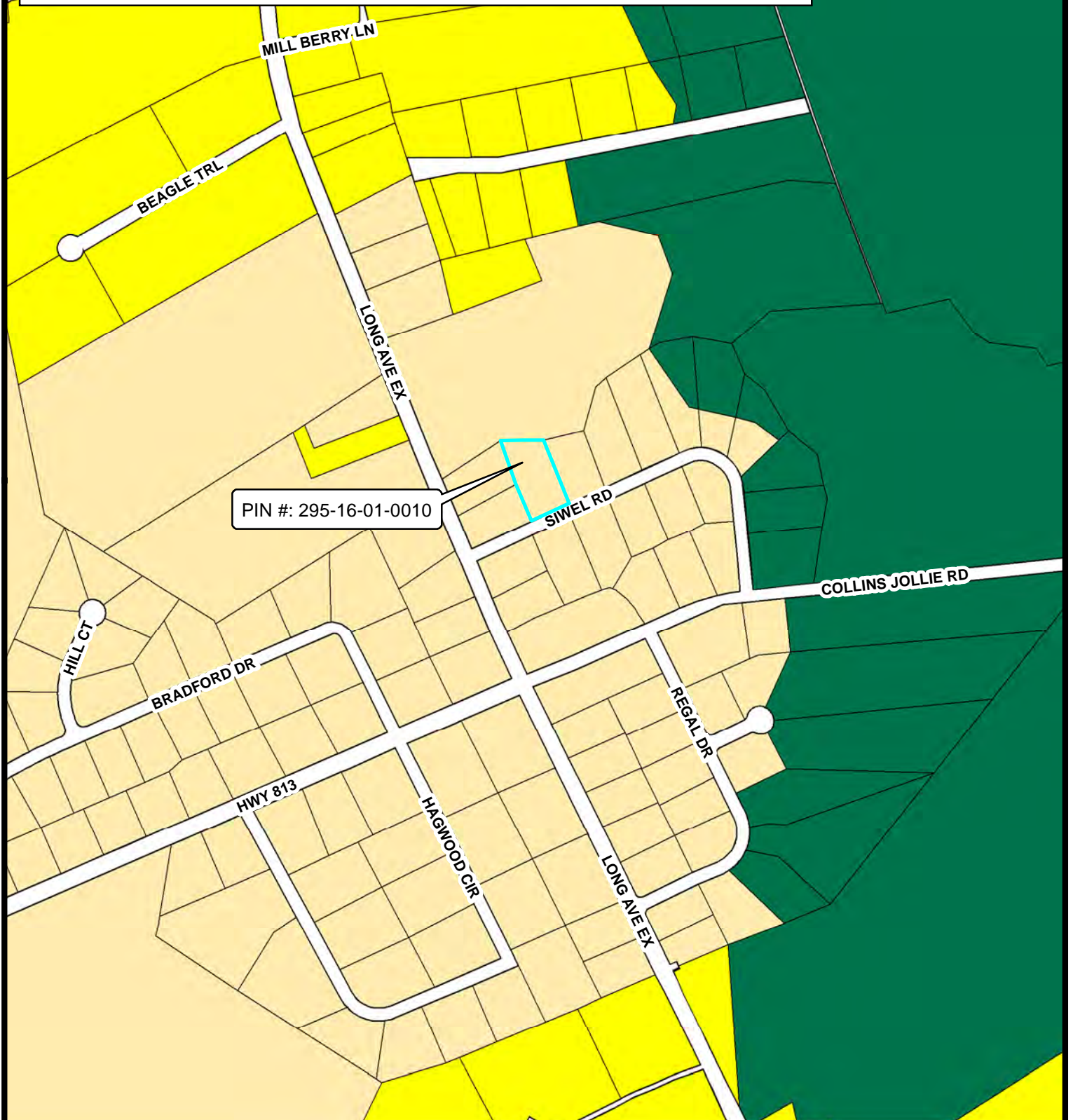
PIN #: 295-16-01-0010
TMS #: 111-00-02-055
4221 SIWEL RD
(P24-0180)










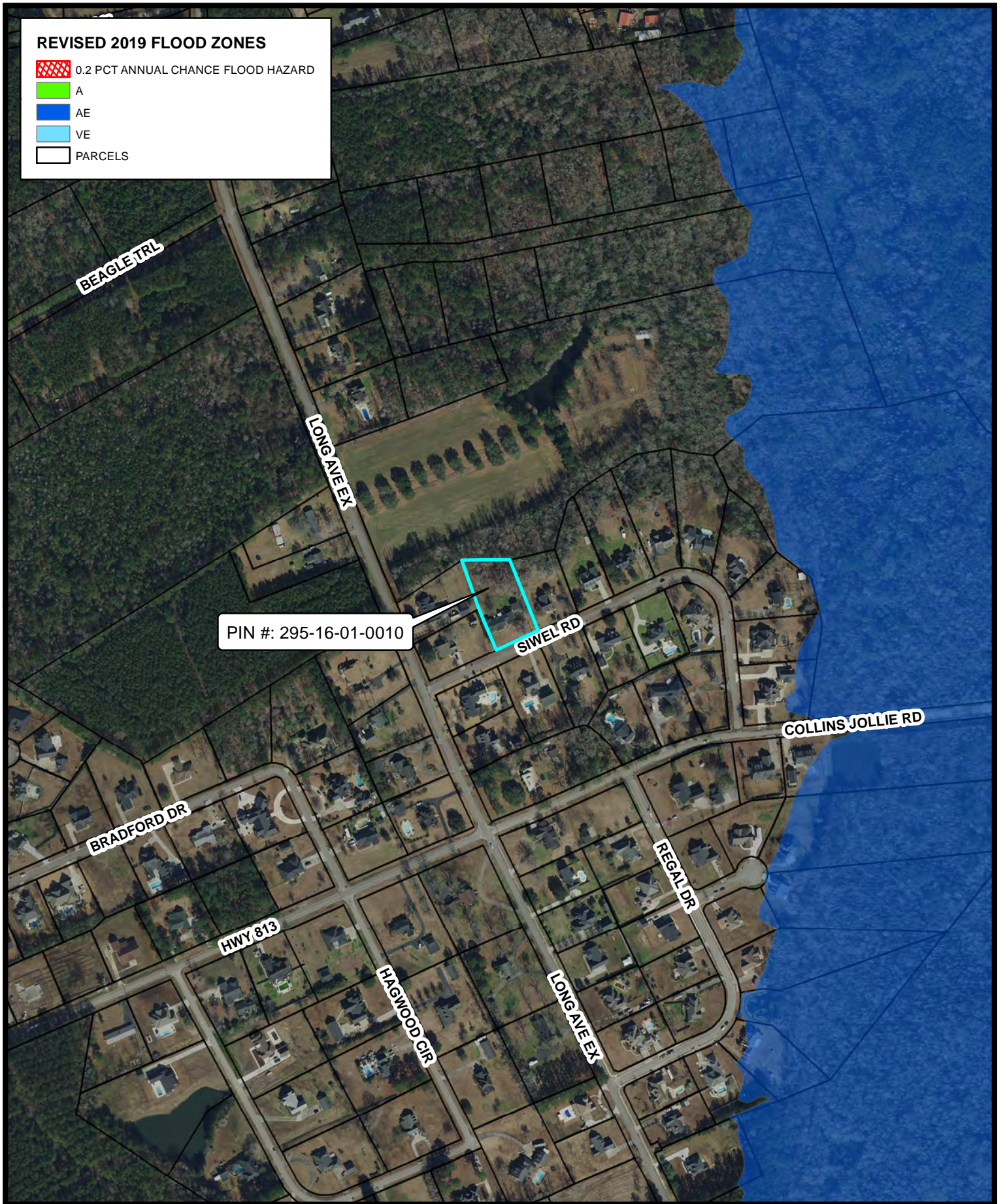
FUTURE LAND USE

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



REVISED 2019 FLOOD ZONES

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



CITY OF CONWAY, SOUTH CAROLINA

WATER AND/OR SEWER CONNECTION APPLICATION OUTSIDE CITY LIMITS

DATE: _____

NAME: _____

ADDRESS: _____

I hereby make application for Water and/or Sewer connection to my premises at (Physical Address): _____.
I agree to abide by all the rules, regulations, and ordinances that are now in effect pertaining to the City of Conway Water/Sewer Department and any changes that may be adopted hereafter.

I certify that my property is not located within the City limits of Conway. I agree that I will annex as a condition of service to this parcel, when requested by the City, provided however that if the City can not annex my property at this time, I agree to sign any and all petitions (whether group or singular) for annexation at such time or times as requested by the City of Conway.

Also, as required by City Ordinance - Extension of Water and Sewer System, attached is a clocked copy of the Restrictive Covenant, which is requisite to service, and is filed with the Office of the Register of Mesne Conveyance for Horry County, South Carolina.

X Johnie W. Shyzer
X Lennie B. Shyzer
Property Owner(s)

PAID: _____

DATE INSTALLED: _____

HOUSEHOLD COMPOSITION DATA

NUMBER LIVING IN HOUSE: 2

NUMBER OF VOTERS IN HOUSE: 2

TAX MAP NUMBER (TMS): 111-00-02-055

PAID
DEC 12 1996
CITY OF CONWAY
SOUTH CAROLINA

FILED
HORRY COUNTY, S.C.

STATE OF SOUTH CAROLINA 86 DEC 12 AM 10:54

COUNTY OF HORRY

R.M.C.)

RESTRICTIVE COVENANT

KNOW ALL MEN BY THESE PRESENTS that, (I, we) LONNIE B AND JOHNNIE W. SKIPPER (Grantor) seek permission to connect to the Water and/or Sewer System of the City of Conway (Grantee). The subject property/parcel is situate outside the corporate limits of the City of Conway. The property/parcel is identified in the records of the Assessor for Horry County as Tax Map: 111-00-02-055, and is physically located at MAPLE HILL Sub. Div. Lot 15. The above referenced property was conveyed by deed to the Grantor and recorded in the Office of the Register of Mesne Conveyance for Horry County, South Carolina in Deed Book 1902 at Page 1448.

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

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

It is further understood and agreeable that the City may inspect and approve the owner's water and/or sewer system prior to connection to insure compliance with the City and State regulations. An inspection fee, if applicable, may be imposed for such inspection in accordance with the guidelines and policies set forth by the City of Conway.

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

upon any dividing, separation, or split of the above reference property, this agreement shall also remain binding upon the successors and heirs of such division, and that this covenant shall remain a restriction and covenant on the title of the parcel resultant of such division.

In Witness Whereof, the undersigned Grantor has hereto set his hand and Seal this 11th day of December, 1996.

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

Julia Wilson
Witness
Julie W. Roberts
Witness

Johnnie W. Shipper
Grantor Name
Louise B. Shipper
Grantor Name

STATE OF SOUTH CAROLINA)
)
COUNTY OF HORRY)

PROBATE

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

Julia Wilson
Witness

SWORN TO BEFORE ME THIS 11th
DAY OF December, 1996.

Julie W. Roberts
NOTARY PUBLIC FOR SOUTH CAROLINA
MY COMMISSION EXPIRES: 9/8/98



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning
Department 196 Laurel Street, 29526

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

www.cityofconway.com

Instructions:

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

STATE OF SOUTH CAROLINA)
COUNTY OF HORRY)

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF CONWAY

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

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

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

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

PROPERTY LOCATION/SUBDIVISION: Maple Hill
PIN: 29516 01 0010 ACREAGE: _____
PROPERTY ADDRESS: 4221 Siwel Road, Conway SC 29526
PROPERTY OWNER MAILING ADDRESS: ↑
PROPERTY OWNER TELEPHONE NUMBER: 843-254-7624
PROPERTY OWNER EMAIL: bo.soles@gmail.com
APPLICANT: James Soles
APPLICANT'S EMAIL: Same as above

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

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

PROPERTY OWNERS (Attach additional sheets if necessary)

James Soles
(Print)

[Signature]
(Signature)

DATE: 7/16/24

(Print)

(Signature)

DATE: _____



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

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

Current Use: Primary Residence

Are there any wetlands on the property?

CIRCLE: YES ☐ NO ☒

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

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

CIRCLE: YES ☐ NO ☒

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

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

CIRCLE: YES ☐ NO ☒

If yes, please describe.

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

CIRCLE: YES ☐ NO ☒

If yes, please provide permit number and jurisdiction.

FEES ARE DUE AT SUBMITTAL.

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

PLEASE SUBMIT TO THE PLANNING & DEVELOPMENT DEPARTMENT

planning@cityofconway.com



Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

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

www.cityofconway.com

Notice

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

PHYSICAL ADDRESS OF PROPERTY: 4221 Siwel Road FEE PAID () YES () NO

AREA OF SUBJECT PROPERTY (ACREAGE): 1.02 PIN: 29516010010

CURRENT ZONING CLASSIFICATION: CFA

COMPREHENSIVE PLAN 2035 FUTURE LAND USE: Low Density Residential

REQUESTED ZONING CLASSIFICATION: R1

NAME OF PROPERTY OWNER(S):

James Soltes PHONE # 843-254-7624
PHONE # _____

MAILING ADDRESS OF PROPERTY OWNER(S):

4221 Siwel Road
Conway, SC 29526

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

[Signature] 7/16/24
PROPERTY OWNER'S SIGNATURE(S) DATE

PROPERTY OWNER'S SIGNATURE(S) DATE

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

DATE: AUGUST 5, 2024
ITEM: VI.D.

ISSUE:

First Reading of Ordinance #ZA2024-08-19 (D) to annex approximately 0.34 acres located at 5205 Columbia Street (PIN 383-08-02-0045), and rezone from the Horry County Residential District (SF 10), no mobile homes allowed to the City of Conway Low/Medium Residential (R-1) district.

BACKGROUND:

An application was submitted by Treena Thibodeau on July 2, 2024, requesting annexation as a condition of connecting to city utilities. According to Horry County Land Records, the property has been owned by the applicant since April 5, 2004. The property is within the College Park subdivision, located off Hwy 501. There is an existing single-family residence and two storage buildings on the property.

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

CITY OF CONWAY COMPREHENSIVE PLAN:

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

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

STAFF RECOMMENDATION:

Staff recommends **approval of First Reading of Ordinance #ZA2024-08-19 (D)**.

ORDINANCE #ZA2024-08-19 (D)

**AN ORDINANCE TO ANNEX APPROXIMATELY 0.34 ACRES OF PROPERTY
LOCATED AT 5205 COLUMBIA STREET (PIN 383-08-02-0045), AND REQUEST TO
REZONE FROM THE HORRY COUNTY RESIDENTIAL, NO MOBILE HOMES
ALLOWED, (SF10) DISTRICT TO THE CITY OF CONWAY LOW/MEDIUM DENSITY
RESIDENTIAL DISTRICT (R-1) DISTRICT.**

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

SECTION 1. FINDINGS:

A petition has been submitted to the City Council of the City of Conway to annex approximately 0.34 acres of property described herein and represented on a map. The City Council of the City of Conway has determined that the annexation of this area into the City of Conway will be to the advantage of the municipality.

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

ALL AND SINGULAR, those certain parcels, lots, or tracts of land in Conway Township, County and State aforesaid, containing approximately 0.34 acres of property located at 5205 Columbia Street (PIN 383-08-02-0045), and request to rezone from the Horry County Residential, no mobile homes allowed (SF10) district to the City of Conway Low/Medium Residential (R-1) district.

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

SECTION 2. APPLICATION OF ZONING ORDINANCE:

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

SECTION 3. EFFECTIVE DATE:

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

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

RATIFIED BY CITY COUNCIL, duly assembled, this _____ 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: _____

Legend



PARCELS

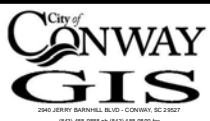
WAKE FOREST RD

PRESBYTERIAN DR

PIN #: 383-08-02-0045

COLUMBIA ST

CONVERSE DR



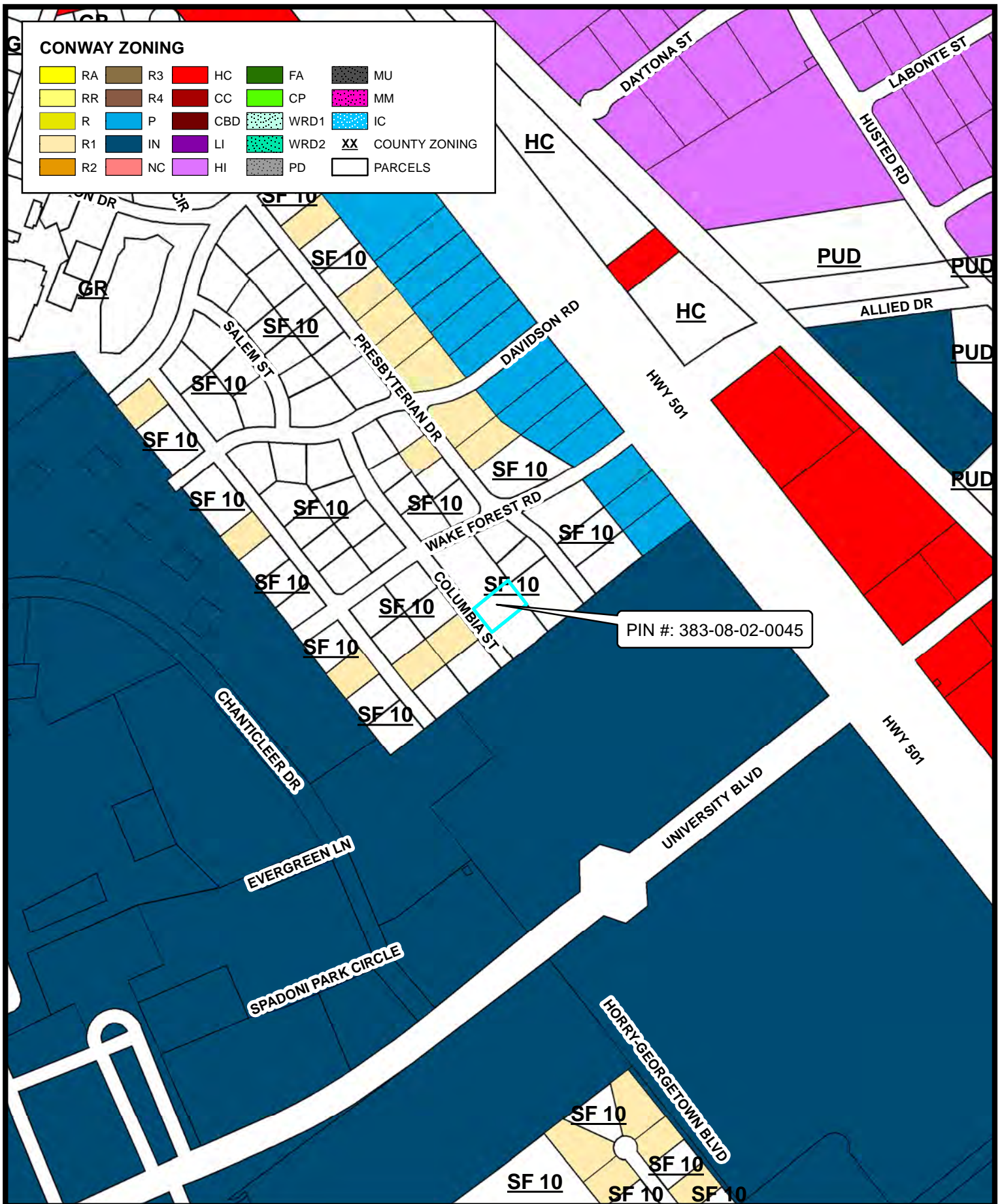
Disclaimer: This map is a graphic representation only. It is NOT a survey. All efforts have been made to ensure its accuracy. However, the City of Conway disclaims all responsibility & liability for the use of this map.

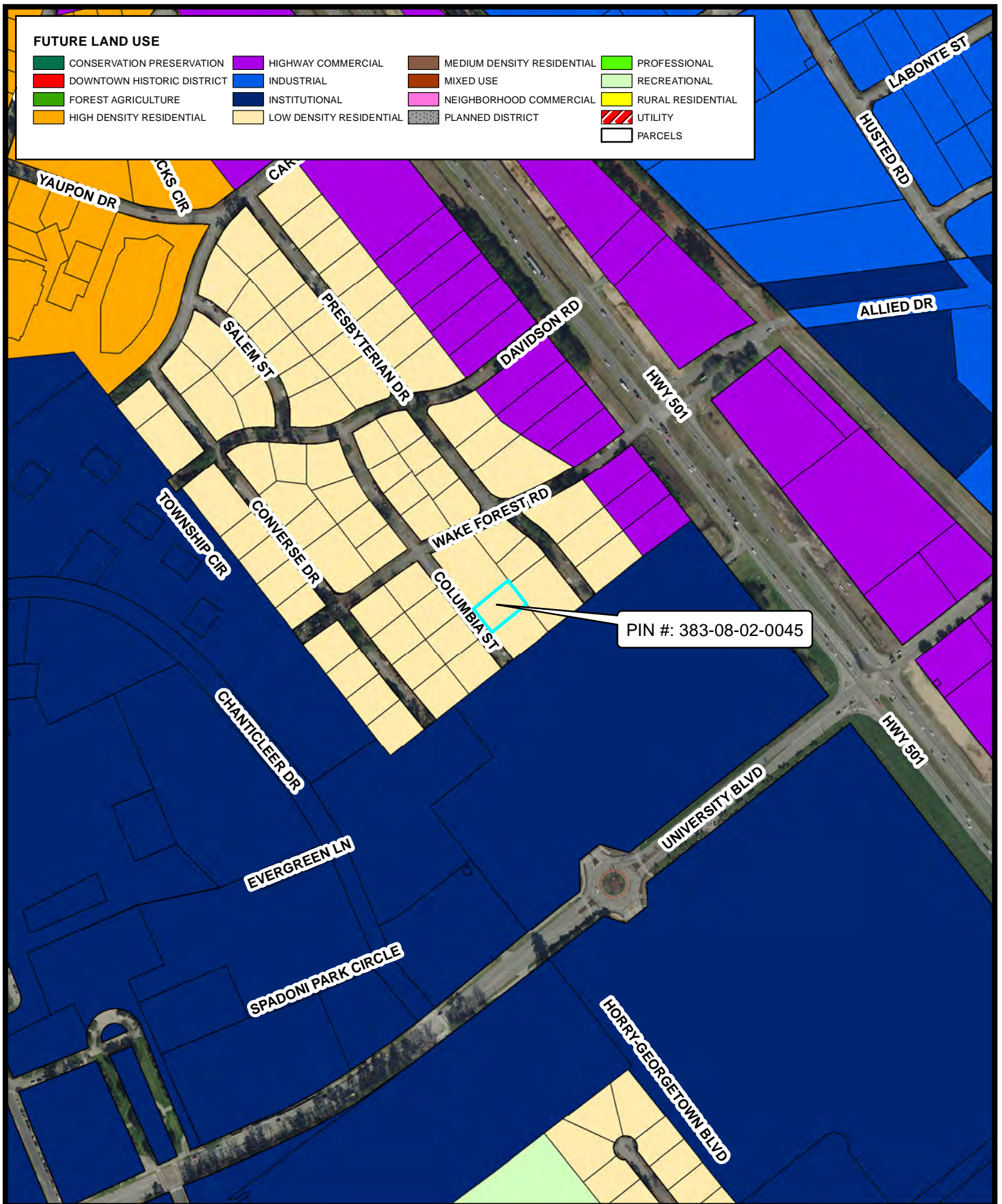


PIN #: 383-08-02-0045
TMS #: 151-18-05-006
5205 COLUMBIA ST
(P24-0171)














REVISED 2019 FLOOD ZONES

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





PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning
Department 196 Laurel Street, 29526

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

www.cityofconway.com

Instructions:

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

STATE OF SOUTH CAROLINA)
COUNTY OF HORRY)

PETITION FOR ANNEXATION

TO THE HONORABLE MAYOR AND CITY COUNCIL OF CONWAY

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

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

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

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

PROPERTY LOCATION/SUBDIVISION: College Park

PIN: 38308020045 ACREAGE: _____

PROPERTY ADDRESS: 5205 Columbia St, Conway SC 29526

PROPERTY OWNER MAILING ADDRESS: 5205 Columbia St, Conway SC, 29526

PROPERTY OWNER TELEPHONE NUMBER: 843-424-8663

PROPERTY OWNER EMAIL: tthibodeau69@hotmail.com

APPLICANT: Treena Thibodeau

APPLICANT'S EMAIL: tthibodeau69@hotmail.com

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

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

PROPERTY OWNERS (Attach additional sheets if necessary)

Treena Thibodeau
(Print)

Roger Thibodeau
(Print)

Treena Thibodeau
(Signature) *Treena Thibodeau*

Roger Thibodeau
(Signature) *Roger Thibodeau*

DATE: 7/2/24

DATE: 7/2/24



PETITION FOR ANNEXATION

Staff Use Only

Received: _____
BS&A #: _____

Is there a structure on the lot: yes Structure Type: House, two baby barns

Current Use: Personal Home

Are there any wetlands on the property?

CIRCLE: YES ☐ NO ☒

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

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

CIRCLE: YES ☐ NO ☒

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

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

CIRCLE: YES ☐ NO ☒

If yes, please describe.

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

CIRCLE: YES ☐ NO ☒

If yes, please provide permit number and jurisdiction.

FEES ARE DUE AT SUBMITTAL.

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

PLEASE SUBMIT TO THE PLANNING & DEVELOPMENT DEPARTMENT

planning@cityofconway.com



Zoning Map Amendment Application

Incomplete applications will not be accepted.

Staff Use Only

Received: _____
BS&A #: _____

City of Conway Planning Department
196 Laurel Street, 29526

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

www.cityofconway.com

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PHYSICAL ADDRESS OF PROPERTY: 5205 Columbia Street FEE PAID () YES () NO

AREA OF SUBJECT PROPERTY (ACREAGE): 0.34 PIN: 38308020045

CURRENT ZONING CLASSIFICATION: SF10

COMPREHENSIVE PLAN 2035 FUTURE LAND USE: low density residential

REQUESTED ZONING CLASSIFICATION: R1

NAME OF PROPERTY OWNER(S):

TREENA THIBODEAU PHONE # 843-424-8663

PHONE # _____

MAILING ADDRESS OF PROPERTY OWNER(S):

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

Treena Thibodeau 7/2/24
PROPERTY OWNER'S SIGNATURE(S) DATE

[Signature] 7/2/24
PROPERTY OWNER'S SIGNATURE(S) DATE

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

DATE: AUGUST 5, 2024

ITEM: VI.E.

ISSUE:

First Reading of Ordinance #ZA2024-08-19 (E), amending *Article 4 – Use Tables* and *Article 5 – Specific Use Regulations*, of the City of Conway *Unified Development Ordinance (UDO)*, regarding mobile detailing and car wash facilities.

BACKGROUND:

Currently there are no provisions for the lawful permitting of mobile car wash/detailing businesses within any zoning district in the City of Conway. Mobile car wash/detailing businesses are on the rise and without regulations in place, City staff can only advise interested parties that this is not a permitted use.

From the discussions that staff has had with CCU alumni, this may become a future curriculum at Horry Georgetown Technical College. HGTC has brought back their automotive program after 30 years and the goal of several individuals is to get automotive reconditioning offered as a course of study in the automotive program.

Currently, Horry County allows Mobile Car Detailing as a Home-Based Business with the condition that vehicles are not brought back to the applicants home for washing. Staff has also reached out to DHEC and OSHA for any requirements they may have.

Furthermore, there has been recent interest in waterless vehicle detailing based out of trade shop locations in the industrial districts. The waterless wash process is as simple as spraying a product on a painted surface, wiping said product from the surface and going behind with a clean microfiber towel to ensure the excess product is gone. This process is typically done inside of the trade shop location. With this process there is no need to introduce water to clean a vehicle; therefore, eliminating any stormwater run-off.

The proposed amendments separate car washing facilities from mobile auto detailing and also creates a subsection for “waterless” car wash facilities.

CITY COUNCIL:

This issue was first discussed with City Council during the workshop portion of their June 17th meeting.

PLANNING COMMISSION:

Planning Commission held the required public hearing on the proposed amendment(s) at their July 11th meeting, and recommended approval of the amendment(s), with revisions.

STAFF RECOMMENDATION:

Staff recommends approval of the proposed amendment(s), as recommended by Planning Commission.

ORDINANCE #ZA2024-08-19 (E)

**AMENDMENT TO ARTICLE 4 – USE TABLES AND ARTICLE 5 – SPECIFIC USE
REGULATIONS, OF THE CITY OF CONWAY UNIFIED DEVELOPMENT ORDINANCE (UDO)
REGARDING MOBILE DETAILING AND CAR WASH FACILITIES.**

- 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,** there has been interest in adding automotive reconditioning as a course of study in the automotive program at Horry-Georgetown Technical College; and
- WHEREAS,** the *UDO* does not currently address mobile auto detailing; and
- WHEREAS,** the proposed amendment would allow staff to regulate mobile auto detailing; and
- WHEREAS,** mobile auto detailing permits would require a yearly review prior to obtaining a City of Conway business license; and
- WHEREAS,** the amendments would separate car washing facilities from mobile auto detailing and also create a subsection for “waterless” car wash facilities. Therefore, be it
- ORDAINED** by the City Council of the City of Conway, in Council duly assembled, that the *UDO* be amended as attached hereto; and be it further
- ORDAINED,** that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

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

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

Barbara Jo Blain, 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: _____

Article 4. Use Tables

| I. HIGHWAY COMMERCIAL | SPECIFIC USES | RA | RR | R1 | R2 | R3 | R4 | P | NC | HC | MU ² | CC | CBD | WRD ⁵ | IN | LI | HI | FA | CP | Applicable Standards |
|-----------------------|---|----|----|----|----|----|----|---|----|----|-----------------|----------------|----------------|------------------|-----------------------------|----|----|----|----|----------------------|
| Auto-Oriented Uses | Auto Accessory Store | | | | | | | | | P | | P | | | | P | P | | | |
| | Automobile Dealership | | | | | | | | | P | | P | P | | | P | P | | | |
| | Car Wash Facility & Detailing | | | | | | | | | C | | | | | | C | C | | | 5.1.6 |
| | Mobile Car Detailing | | | | | | | C | C | C | C | C | C | C | C | C | C | C | | 5.1.6 |
| | Rental Car Agency | | | | | | | | | P | C | | | | | P | P | | | |
| | Truck & Auto Repair Service | | | | | | | | | P | | | | | | P | P | | | |
| | Waterless Car Wash & Detailing Facility | | | | | | | | | | | | | | | C | C | | | 5.1.6 |
| Supply & Wholesale | Building Supply, Equipment Sales | | | | | | | | | P | | | | | | P | P | | | |
| | Office Supply Store | | | | | | | | | P | C | P | P | | P | P | P | | | |
| | Paint, Wallpaper, Flooring Supply & Sales | | | | | | | | | P | C | P | | | | P | P | | | |
| Entertainment Venues | Arcades, Billiard | | | | | | | | | P | | P _a | P _a | P _a | | | | | | |
| | Bingo Establishment | | | | | | | | | P | | | | | | | | | | |
| | Bowling Alley | | | | | | | | | P | | | | | | | | | | |
| | Multiplex Movie Theater | | | | | | | | | P | C | | | | | | | | | |
| | Drive-In Movie Theater | | | | | | | | | | | | | | | P | P | | | |
| | Amphitheaters | | | | | | | | | | | | | | | C | C | | | 5.1.34 |
| | Theater | | | | | | | | | P | C | P | P | | | | | | | |
| Other | Farmers' Market | | | | | | | | C | C | C | C | C | C | | | | C | C | 5.1.10 |
| | Fitness Center, Athletic Club | | | | | | | | P | P | C | P | P | | P _a ³ | P | P | P | P | |
| | Hotel, Motel, Inn | | | | | | | P | P | P | C | P | C | P | P _a ³ | P | P | | | |
| | Restaurant w/ Drive-thru | | | | | | | | | P | | | | | | | | | | |

Section 5.1 – Conditional Uses

- 5.1.1 Adult Entertainment Establishments
- 5.1.2 Bail Bond Establishments
- 5.1.3 Banquet Halls
- 5.1.4 Bed & Breakfast Homes
- 5.1.5 Commercial Short-Term Rentals
- 5.1.6 Car Wash & ~~Detailing~~ Facilities, **Waterless Car Wash / Detailing Facilities, and Mobile Detailing**
- 5.1.7 Day Care Facilities & After School Programs
- 5.1.8 Dry Cleaners with Drive-Through Services
- 5.1.9 Educational Facilities
- 5.1.10 Farmers Markets
- 5.1.11 Flea Markets
- 5.1.12 Funeral Homes & Mortuaries
- 5.1.13 Grocery Stores
- 5.1.14 Group Homes
- 5.1.15 Hunting
- 5.1.16 Mobile Vending
- 5.1.17 Modular Homes
- 5.1.18 Open Air Storage
- 5.1.19 Open Display
- 5.1.20 Produce Stands
- 5.1.21 Public Utility Facilities
- 5.1.22 Religious Institutions
- 5.1.23 Sidewalk Cafés and Outdoor Dining
- 5.1.24 Tattooing/Tattoo Parlors
- 5.1.25 Taverns, Bars, Night Clubs, Teen Clubs
- 5.1.26 Transit Shelters
- 5.1.27 Transmission Towers, Wireless, Cellular or Communication Towers
- 5.1.28 Veterinarian / Animal Clinic
- 5.1.29 Mini Storage Units
- 5.1.30 Nurseries, Garden Centers, and Greenhouses
- 5.1.31 Doggie Daycare and Spas
- 5.1.32 Community Support Services (Support Facilities & Outpatient Treatment Facilities)
- 5.1.33 Parking as a Stand-Alone Use
- 5.1.34 Amphitheaters
- 5.1.35 Indoor and Outdoor Shooting Ranges
- 5.1.36 Electric Vehicle Charging Stations (EVCS)

5.1.6 **Car Wash & Detailing Facilities, Waterless Car Wash / Detailing Facilities, and Mobile Detailing**

A. **Car Washes Facilities.** Car Wash Facilities are permitted in the HC, LI, and HI Zoning Districts, subject to the following conditions:

1. **Minimum Lot Size:** A minimum lot size of 20,000 square feet shall be required for a car wash facility.
2. **Vehicle Stacking:** A minimum of 5 stacking spaces for queuing of cars shall be provided per car wash bay.
3. **Required Yard Activity:** Car wash facilities shall not conduct any drying, cleaning, polishing, dispensing of gasoline or other comparable operation within any landscape areas.
4. **Distance from Residential Districts:** The establishment shall not be located within one hundred (100) feet, measured in any direction, of a residential district. The measurement shall be taken from the exterior of the building (or the tenant bay of the establishment if the use is in an integrated center), to the zoning boundary of the protected district except when such establishment is separated from such protected district by an intervening street.
5. **Exit Drives:** The establishment shall provide exit drives that are a minimum of one hundred (100) feet in length, measured from the vehicle exit of the car wash establishment to the pavement edge of the street.
6. **Surface Drainage:** The surface and drainage treatment at the exit drive shall be designed so that no water accumulates on the surface or onto the public right-of-way or adjoining properties as a result of the car wash operations.

B. **Waterless Car Wash / Detailing Facilities.** Waterless car wash / detailing facilities are permitted in the LI and HI zoning districts, subject to the following conditions:

1. A Waterless Car Wash shall not create any standing water and shall not drain directly into the drainage system.
2. Required parking and site circulation for existing use(s) shall be maintained.
3. The facility being used for the Waterless Car Wash and Detailing business shall be permitted and have received a Certificate of Occupancy as a trade shop use by the City of Conway Building Dept.
4. The facility shall pass Fire Inspection prior to a City of Conway Business License being issued.

C. **Mobile Car Washing & Detailing.** Mobile car washing and detailing shall be permitted as a conditional use in any commercial zoning district, subject to the following provisions:

1. **Business License.** The Mobile Car Detailer shall obtain and carry at all times a valid City of Conway Business License.
2. **Zoning Compliance.** The Mobile Car Detailer shall obtain an annual Zoning Compliance. The Zoning Compliance shall be valid from May 1 until April 30 of the ensuing year to run concurrent with the City of Conway Business License.
3. **Other Approvals/Licensing.** The Mobile Car Detailer shall be responsible for providing all required licensing and/or approvals from the appropriate agencies at the time of application.
4. **Prohibited Activities.** In the operation of a mobile car wash/auto detail business, it is unlawful for a principal, employee or agent of the business to:

- a. Engage in washing the exterior of a vehicle upon any public street or public right-of-way, or upon any vacant property or unimproved lot.
 - b. Interfere with the ingress or egress of the abutting property owner or tenant or create or become a public nuisance, increase traffic congestion or delay or constitute a hazard to traffic, life or property or an obstruction to adequate access to fire, police or sanitation vehicles.
 - c. Engage in washing or cleaning a motor vehicle engine.
 - d. Leave any location without first picking up, removing and disposing of all trash, materials or refuse remaining from mobile car wash/auto detail activities.
 - e. Advertise that services are available at a specific location, or otherwise invite customers to come to a specific location to receive services provided by the business.
 - f. Erect or place advertising of the business at any location the business may operate.
 - g. Operate at a fixed location.
 - h. Operate a mobile car wash/auto detail business to provide services at any location without the consent of the property owner or authorized tenant.
 - i. Violate any provision of SC State Law or of the City of Conway Code of Ordinances pertaining to water conservation, stormwater system or noise.
5. **Registration & Insurance.** Each vehicle that is used by a mobile car wash/auto detail business in performing services must be properly registered and insured.
 6. **Signage.** Each licensee that uses a vehicle in its business operation may display the business name and telephone number on one or both sides of the vehicle (or on any attached mobile unit or trailer). The displayed graphics must be in the form of paint, decals, or magnetic stickers affixed to the vehicle or trailer body.
 7. **Time Limits.** A mobile car wash/auto detail business may operate between the hours of 7am – 8pm and cannot be at a particular location for more than four (4) hours.
 8. The limitation above does not apply to a licensed mobile car wash business during any period in which the business:
 9. Is washing vehicles consisting of the inventory of a motor vehicle dealer licensed in the City of Conway to sell or lease motor vehicles; or
 10. Pursuant to the written agreement with another business, is washing the vehicles that are used by the other business or vehicles that belong to employees of the other business.
 11. **Location Restrictions.** No mobile car wash/auto detail business may operate within one hundred fifty feet (150) of any location at which any other mobile car wash/auto detail business is providing services during the period of those services.
 12. Mobile Car Washing & Detailing (including waterless) may also be permitted as a home-based business, subject to the requirements in *Section 5.2.1 – Home Based Business*.

5.2.4 Home-Based Business

A gainful occupation conducted in an office within a residential structure, by a resident of the home, with no outward appearances of a business within the premise. Services of the business that are not office-related are conducted off-premises.

- A. Home-based businesses shall be subject to the following requirements:
1. No retail sales shall be permitted **from the home**;
 2. No visible indication the residence is being used as a business location shall be permitted;
 3. No stock or equipment shall be stored at the residence except in a vehicle used in conjunction with the business;
 4. Such business shall employ only the business owner and members of the immediate family currently residing at the business address;
 - a. **In the event the business employs outside of the immediate family and/or outside of the home of the business address, such employees shall not be permitted to park vehicles or equipment at the address of the home-based business and shall not be permitted to meet at the location of the home-based business.**
 5. No clients or customers of such business shall be permitted to receive services at the business location;
 6. No accessory structure shall be used in conjunction with the business and only ten percent (10%) or one (1) room of the residence shall be used in conjunction with the business;
 7. No deliveries shall be permitted other than by regular mail or overnight mail services;
 8. No tractor trailers shall be permitted in conjunction with home-based businesses;
 9. All signage shall be subject to the requirements set forth in Article 11.
 10. The following ~~list~~ **table** contains the **type of** permitted home-based businesses **that may use the home for office use only**. Any **similar home-based** businesses shall be reviewed and approved by the Planning Director **or their designee**.
 11. **Violations of this section may result in the revocation of the zoning approval issued in conjunction with the business license as well as the issuance of an ordinance summons to appear in municipal court.**

| | | |
|-------------------------------|------------------------------------|--------------------------------|
| Auto-Wrecker Service | Brick Mason | Carpenter |
| Carpet or Rug Cleaning | Carpet & Tile Contractor | Consulting Services |
| Drywall & Painting Contractor | Electrical Contractor | Errand/Shopping Service |
| Fencing Contractor | Fire Extinguisher Service | Floor Finishing Contractor |
| General Contractor | Heating/Air Conditioner Contractor | Ice Cream Vendor |
| Insulation Contractor | Janitorial Services | Landscaping/Lawn Care Services |
| Locksmith | Mail Order Business | Pest Control Service |
| Plumbing Contractor | Pool Installation | Pool Service |
| Roofing Contractor | Security Services | Septic/Sewer Services |
| Siding Contractor | Sprinkler Contractor | Stucco Contractor |
| Tree Surgery | Window Washing Service | Windshield Repair |

| | | | | |
|--|--|--|--|---|
| Any Professional Services Office (ex. Cleaning Service, Pool Installation, Pest Control Service, Landscape Service - all work shall be performed off premises) | Contractors Office (ex. General Contractor, Roofing Contractor, Electrical Contractor - all work shall be performed off premises & material shall be delivered to the jobsite) | Online Sales of Merchandise Office (no retail sales permitted from the home – customers are not permitted other than online) | Mobile Food Vending Office (Vendor shall provide the location of an appropriate storage facility where the vending unit is kept when not in operation. Refer to Section 5.1.16 for additional information. | Mobile Vehicle Detailing Office (Mobile Vehicle Detailing shall remain mobile. The home may not be advertised as a Mobile Detail location, nor shall any vehicles be brought back to the home for detailing. Refer to Section 5.1.6 for additional information) |
|--|--|--|--|---|

DATE: AUGUST 5, 2024
ITEM: VI.F.

ISSUE:

First Reading of Ordinance #ZA2024-08-19 (F), amending *Article 2 – Definitions, Article 5 – Specific Use Regulations, and Article 6 – Design Standards*, of the *City of Conway Unified Development Ordinance (UDO)*, regarding requirements for corner lots and lots with double frontage.

BACKGROUND

Currently, a Double Front Yard is only discussed in the UDO for proposed lots (*not existing legal non-conforming lots*). The attached proposed amendments will better serve the residence and aid in their understanding of what the UDO defines as “Yards”.

The sections / items proposed to be amended within the UDO include the following:

- Section 2.2.1 - Definitions
- Section 5.2.3 – Fences and Walls
- Section 6.1.9 – Setbacks for Corner Lots

CITY COUNCIL:

This issue was first discussed with City Council during the workshop portion of their May 6th meeting.

PLANNING COMMISSION:

Planning Commission held the required public hearing on the proposed amendment(s) at their July 11th meeting, and unanimously recommended approval of the amendment(s).

STAFF RECOMMENDATION:

Staff recommends approval of the proposed amendment(s), as recommended by Planning Commission.

ORDINANCE #ZA2024-08-19 (F)

**AMENDMENT TO ARTICLE 2 – DEFINITIONS, ARTICLE 5 – SPECIFIC USE
REGULATIONS AND ARTICLE 6 DESIGN STANDARDS, OF THE CITY OF CONWAY
UNIFIED DEVELOPMENT ORDINANCE (UDO) REGARDING CORNER LOTS AND LOTS
WITH DOUBLE FRONTAGE.**

- 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,** there is confusion explaining the requirements of corner front lots vs double front lots; and
- WHEREAS,** the *UDO* does not currently address existing double front lots; and
- WHEREAS,** the proposed amendment would illustrate the difference between corner front lots vs double front lots; and
- WHEREAS,** the yard and setback requirements for corner front lots vs double front lots would be clearer and more precise; and
- WHEREAS,** the proposed amendment would allow staff to better assist the citizens of the City of Conway; Therefore, be it
- ORDAINED** by the City Council of the City of Conway, in Council duly assembled, that the *UDO* be amended as attached hereto; and be it further
- ORDAINED,** that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

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

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

Barbara Jo Blain, 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: _____

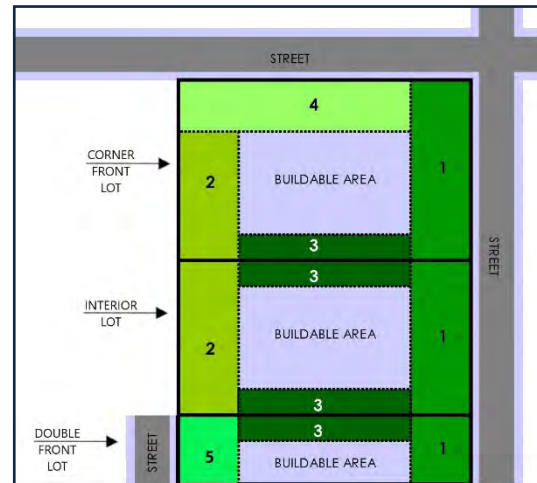
Final Reading: _____

Article 2 - Definitions

2.2.1 General Definitions

Yard: A required undeveloped area of a property that lies between the principal building or buildings and the nearest lot line.

- **Front Yard (1):** A space extending the full width of the lot between any building and the front lot line. For corner lots, both yards lying between the primary structure and the intersecting streets shall be considered front yards; however, the front lot line shall be designated by the shorter of the two property lines adjacent to the street. The other front yard ~~at the side property line adjacent to the street,~~ shall be known as a **Corner Front Yard (4).**
- **Rear Yard (2):** A space extending across the full width of the lot between the principal building and the rear lot line. For corner lots, the rear yard shall be that yard on the opposite side of the building from the front lot line.
- **Side Yard (3):** A space extending from the front yard to the rear yard between the principal building and the side lot line.
- **Double Front Yard (5):** A space extending across the full width of the lot between the rear of the principal building and the adjacent street. Double Front Yards do not have a Rear Yard. (See Figure)



Article 5 – Specific Use Regulations

5.2.3 Fences & Walls

A fence or wall, constructed of wood, vinyl, brick, stone, ornamental (iron / aluminum), chain link (where permitted) and other similar materials approved by the Zoning Administrator (or their designee), may project into or enclose required yards (but not over any boundary) in all zones providing that a maximum height, measured from the natural grade at which the fence or wall occurs, does not exceed the following: [ZA2018-10-15 (E); ZA2020-09-21 (B); ZA2021-07-19(C)]

A. Commercial and Residential:

1. Front Yards - 4 feet
2. Double Front Yards – 4 feet
3. Corner Front Yards - 6 feet (*provided it meets a 10-foot setback from the property line*)
4. Side Yards - 6 feet
5. Rear Yards - 8 feet

B. Industrial Zoning Districts:

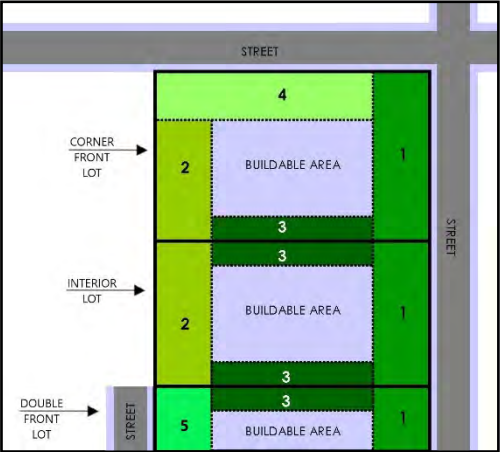
1. Front Yards - 6 feet (*not permitted in any required front setback*)
2. Double Front Yards – 6 feet (*not permitted in any required double front yard setback*)
3. Corner Front Yards – 6 feet
4. Side Yards - 10 feet
5. Rear Yards - 10 feet

Article 6 – Design Standards

6.1.9 ~~Side Yard~~ Setbacks for Corner Front Lots and Double Front Lots

In the case of any lot that adjoins two or more streets, yards abutting streets shall be treated as front yards. The side yards with street frontage (**corner front or double front**) ~~on corner lots~~ shall be subject to the setback requirements set forth in Table 6.1.

A space extending the full width of the lot between any building and the front lot line is the **Front Yard (1)**. For **Corner Lots**, both yards lying between the primary structure and the intersecting streets shall be considered front yards; however, the front lot line shall be designated by the shorter of the two property lines adjacent to the street. The other front yard ~~at the side property line~~ **adjacent to the street**, shall be known as a **Corner Front Yard (4)**. The space extending across the full width of the lot between the rear of the principal building and the adjacent street shall be known as a **Double Front Yard (5)**.



DATE: AUGUST 5, 2024
ITEM: VI.G.

ISSUE:

First Reading of Ordinance #ZA2024-08-19 (G), to amend to *Article 11 – Signage* and *Article 15 – Enforcement*, of the City of Conway *Unified Development Ordinance (UDO)*, regarding signs placed on public property and/or within public rights-of-way, as well as violations of the UDO and penalties for such violations.

BACKGROUND:

In April of this year, Planning Commission recommended approval of a text amendment to Article 11 of the UDO regarding signs located on public property and/or within public rights-of-way. Following that recommendation, staff held discussions with the Police Dept. and Administration about the proper methods of enforcement and issuing citations for violations of the proposed amendment; particularly with regard to the fine for the “civil infraction” as being the penalty for the violation. The rights of Planning/Zoning Officials comes from the Comprehensive Planning Enabling Act, which gives such officials the authority to issue a uniform ordinance summons for violations of the UDO only. There is no language within the UDO that gives Planning/Zoning Officials the authority to issue a Uniform Traffic Ticket/Summons, and because there is nothing in the City’s general code that authorizes Planning/Zoning Officials to issue such citations, only law enforcement officers are able to enforce the civil infraction penalty for the violation. Law enforcement officers have the unique authority to detain individuals while Planning/Zoning officials lack such authority. However, law enforcement officers are authorized to issue a uniform ordinance summons for violations of the UDO.

Staff reached out to the Municipal Association for guidance on the matter, and it was recommended that the penalty for a civil infraction be adopted within the UDO in the appropriate section, specifying that violations of the UDO are a “misdemeanor” offense, except as otherwise specified as a civil infraction. These recommended amendments have been included in the proposed amendment to Article 15 of the UDO. Rather than moving the previous amendment to Article 11 of the UDO forward to Council for first reading by itself, staff felt that it would be best to keep the amendments to Article 11 and Article 15 together for the sake of record-keeping and transparency.

CITY COUNCIL:

City Council held a workshop on this issue at their May 6, 2024 meeting.

PLANNING COMMISSION:

Planning Commission held the required public hearing at their July 11th meeting. There was no public input. Planning Commission recommended approval of the proposed amendments to Article 11 and Article 15, with the condition that *Section 11.1.3, C* be *excluded* from the amendment, which stated the

following: 11.1.3, C. *“The City of Conway reserves the right to exercise prosecutorial discretion when enforcing this Section and may choose to issue fines for only the most egregious violations.”*

STAFF RECOMMENDATION:

Staff recommends approval of First Reading of the proposed amendments to *Article 11* and *Article 15*, as amended and recommended by Planning Commission.

ORDINANCE #ZA2024-08-19 (G)

AMENDMENT TO ARTICLE 11 – SIGNAGE AND ARTICLE 15 – ENFORCEMENT, OF THE CITY OF CONWAY UNIFIED DEVELOPMENT ORDINANCE (UDO) REGARDING SIGNS PLACED ON PUBLIC PROPERTY AND/OR WITHIN PUBLIC RIGHTS-OF-WAY, AS WELL AS VIOLATION OF THE UDO AND PENALTIES FOR SUCH VIOLATIONS.

- WHEREAS,** Pursuant to Title 6, Chapter 29 of the Code of Laws of South Carolina 1976, as Amended known as the “South Carolina Local Government Comprehensive Planning Enabling Act of 1994” enabled the City of Conway to adopt the *Unified Development Ordinance (UDO)* of the City of Conway, South Carolina; and
- WHEREAS,** *Article 13, Section 13.1.7* of the *UDO* provides that the regulations, restrictions, and boundaries set forth in said Ordinance may from time be amended, supplemented, changed, or repealed in accordance with S.C. State Code §6-29-760; and
- WHEREAS,** The rights of Planning/Zoning Officials comes from the Comprehensive Planning Enabling Act; and
- WHEREAS,** the sign ordinance is being amended regarding signs in rights-of-ways or public property, to include a monetary civil infraction for removal of such signs; and
- WHEREAS,** currently, there is nothing in the City’s general code or UDO that authorizes Planning/Zoning Officials to issue a Uniform Traffic Ticket/Summons; only a Uniform *Ordinance* Summons; and
- WHEREAS,** after consulting the Municipal Association, *Article 15 – Enforcement*, of the UDO is also being amended in addition to *Article 11 – Signage*, to ensure that Planning/Zoning officials are authorized to issue a civil infraction for signs in rights-of-ways versus an ordinance summons, and to add language authorizing the immediate disposal of any signs removed found to be in violation of this section.
- WHEREAS,** Planning Commission held the required public hearing on the proposed amendments to the UDO and made a recommendation in favor of such amendment(s). Therefore, be it
- ORDAINED** by the City Council of the City of Conway, in Council duly assembled, that the *UDO* be amended as attached hereto; and be it further
- ORDAINED,** that all ordinances or parts of ordinances inconsistent with this Ordinance are hereby repealed to the extent of such inconsistency.

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

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

Barbara Jo Blain, 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: _____

ARTICLE 11. SIGNAGE

Section 11.1 – General Provisions

11.1.3 Removal of Signs Erected on Public Property ~~and/or~~ Rights-of-Way

It shall be unlawful to erect, use or maintain a sign or sign structure on public property or public right-of-way without the approval of the City of Conway. ~~The City of Conway shall be authorized to remove such signs.~~

- A.** Each sign or sign structure found to be in violation of this Section shall be considered a separate offense and punishable as a civil infraction with a fine of \$50 per violation.
- B.** The City of Conway shall be authorized to remove and immediately discard such signs.

Article 15. Enforcement

Section 15.1 – Enforcement

15.1.1 Violations

If the Planning Director **or other designated administrative officer** shall find that any of the provisions of the City of Conway Unified Development Ordinance are being violated, ~~he or she~~ **they** shall notify in writing the owner or tenant of the property, indicating the nature of the violation and order the action necessary to correct it. ~~He or she~~ **They** shall order discontinuance of illegal use of land, buildings, or structures; removal of illegal buildings, structures, additions, alterations, or structural changes; discontinuance of any illegal work being done; or shall take any other action authorized by the *UDO* to ~~insure~~ **ensure** compliance with, or to prevent violation of its provisions.

15.1.2 Complaints Regarding Violations

Whenever a violation of the *UDO* occurs, or is alleged to have occurred, any person may file verbal complaint. The complaint stating fully the causes and basis thereof, shall be filed with the Planning Director **or other designated administrative officer**. ~~The Planning Director~~ **They** shall record the complaint properly, investigate promptly, and take action thereon as provided by the *UDO*.

15.1.3 Remedies

- A.** It shall be unlawful to construct, reconstruct, alter, demolish, change the use of or occupy any land, building, or other structure without first obtaining the appropriate permit or permit approval. No permit shall be issued or approved unless the requirements of the *UDO* are complied with. It shall be unlawful for other officials to issue any permit for the use of any land, building, or structure, or the construction, conversion, demolition, enlargement, movement, or structural alteration of a building or structure without the approval of the Planning Director **or other designated administrative officer**. A violation of any section of the *UDO* shall constitute a misdemeanor, **except where specified throughout the UDO as being a civil infraction**. In case a building, structure, or land is or is proposed to be used in violation of any requirements set forth herein, the Planning Director or other appropriate administrative officer, or adjacent or neighboring property owner who would be directly damaged by the violation may in addition to other remedies, institute injunction, mandate, or other appropriate action or proceeding to prevent the unlawful erection, construction, reconstruction, alteration, conversion, maintenance, or use, or to correct or abate the violation, or to prevent the occupancy of the building, structure, or land. Each day the unlawful erection, construction, reconstruction, alteration, conversion, maintenance, or use continues shall be considered a separate offense.
- B.** In case a building, structure, or land is or is proposed to be used in violation of the *UDO* adopted pursuant to this chapter, the Planning Director or other designated administrative officer may in addition to other remedies issue and serve upon a person pursuing the activity or activities a stop order requiring that entity stop all activities in violation of the *UDO*.

15.1.4 Penalties for Violation

In case any building or structure is erected, constructed, reconstructed, altered, repaired, converted, or maintained; or any structure or land is used in violation of this chapter; or there is a violation of any condition or requirement in connection with variances under the terms of the *UDO*, that violation shall constitute a misdemeanor, **except where specified throughout the UDO as being a civil infraction**. Violation of the *UDO* or failure to comply with any requirements stated herein shall be a misdemeanor, **except where specified throughout the UDO as being a civil infraction**. Each day such violation continues after due notice to discontinue such violation shall be

considered a separate offense. The owner or tenant of any building, structure, premises, or part thereof, and/or any architect, surveyor, builder, engineer, contractor, agent, or other person who commits, participates in, assists in, or maintains that violation may each be found guilty of a separate offense and suffer the penalties herein provided. Nothing herein contained shall prevent the City of Conway from taking such other lawful action as is necessary to prevent or remedy any violation.

- A. Civil Infractions. Where penalties of the UDO are specified as being a civil infraction, such penalty for violation shall be fifty dollars (\$50).**

15.1.5 Legal Status Provisions

- A. Conflict with Other Laws:** Whenever the regulations of the *UDO* require a greater width or size of yards or require a greater percentage of lot to be left unoccupied or impose other more restrictive standards than are required in or under any other statute, the requirements of the *UDO* shall govern. Whenever the provisions of any other statute require more restrictive standards than are required by this Ordinance, the provisions of such statute shall govern.
- B. Severability:** If any section or provision of the *UDO* should be declared invalid or unconstitutional by any court or competent jurisdiction, such declaration shall not affect the validity of the *UDO* as a whole or any part thereof which is not specifically declared to be invalid or unconstitutional.
- C. Repeal of Conflicting Ordinances:** All ordinances and parts of ordinances in conflict herewith are repealed to the extent necessary to give the *UDO* full force and effect.
- D. Effective Date:** The *UDO* shall take effect and be in force from and after the date of its adoption by the City Council of the City of Conway.

DATE: AUGUST 5, 2024

ITEM: VI.H.

ISSUE:

First Reading of Ordinance #2024-08-19 (H), to close and abandon an unimproved 25' Private Alley and a 35' Private Right-of-Way off of Highway 501.

BACKGROUND:

RDC Conway LLC owned by Mr. Mike Zeigler, seeks to have the 25' Private Alley and the 35' Private Right-of-Way shown on the following plat, declared closed in order to move forward with commercial development. The property was annexed into the City of Conway per Ordinance ZA2023-08-21(A).

City of Conway Code Section 1-3-23 requires the following: "Prior to the introduction of an ordinance...for the permanent closing of any abandoned street, the applicant for such an ordinance shall publish a notice in three (3) issues of a newspaper having general circulation in the city stating the nature of the franchise, license or right sought or a description of the street sought to be closed, and the date on which the application is to be presented to the council which shall be at least one (1) week after the last notice."

State Code Section 57-9-10 requires the following: "Any interested person, the State or any of its political subdivisions or agencies may petition a court of competent jurisdiction to abandon or close any street, road or highway whether opened or not. Prior to filing the petition, notice of intention to file shall be published once a week for three consecutive weeks in a newspaper published in the county where such street, road or highway is situated. Notice also shall be sent by mail requiring a return receipt to the last known address of all abutting property owners whose property would be affected by any such change, and posted by the petitioning party along the street, road, or highway, subject to approval of the location of the posting by the governmental entity responsible for maintenance of the street, road, or highway. The Department of Transportation shall promulgate regulations which once effective will establish the minimum mandatory size, language, and specific positioning of signs pursuant to this section."

The request will comply with all City and State advertising, notice, and signage requirements.

RECOMMENDATION:

Approve first reading of the road closure request.

ORDINANCE #2024-08-19 (H)

AN ORDINANCE TO CLOSE AND ABANDON AN UNIMPROVED 25' PRIVATE ALLEY AND A 35' PRIVATE RIGHT-OF-WAY.

WHEREAS, Section 5-27-150 of the Code of Laws of South Carolina, as amended, grants authority to a municipal governing body to close and abandon public streets for the improvement and convenience of the City; and

WHEREAS, a petition has been submitted requesting the permanent closing of an unimproved private alley and right-of-way across the property of RDC Conway LLC, owned by Mr. Mike Zeigler as indicated on the attached reference map; and

WHEREAS, the petitioners have provided the required public notice of this request per City of Conway General Code; and

WHEREAS, it has been determined that the subject unimproved private alley and right-of way are not needed for public convenience, and do not provide essential access to any private property. Therefore, be it

ORDAINED by the City Council of the City of Conway, in Council duly assembled, that the unimproved private alley and right-of-way shall both be closed and abandoned pursuant to Section 5-27-150 of the Code of Laws of South Carolina and Section 1-2-23 of the Code of Ordinances of the City of Conway and that the official map of the City of Conway shall be amended accordingly, and be it further

ORDAINED, that possession of the abandoned private alley and right-of-way shall become vested in the owner's properties upon the filing of a recombination plat.

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

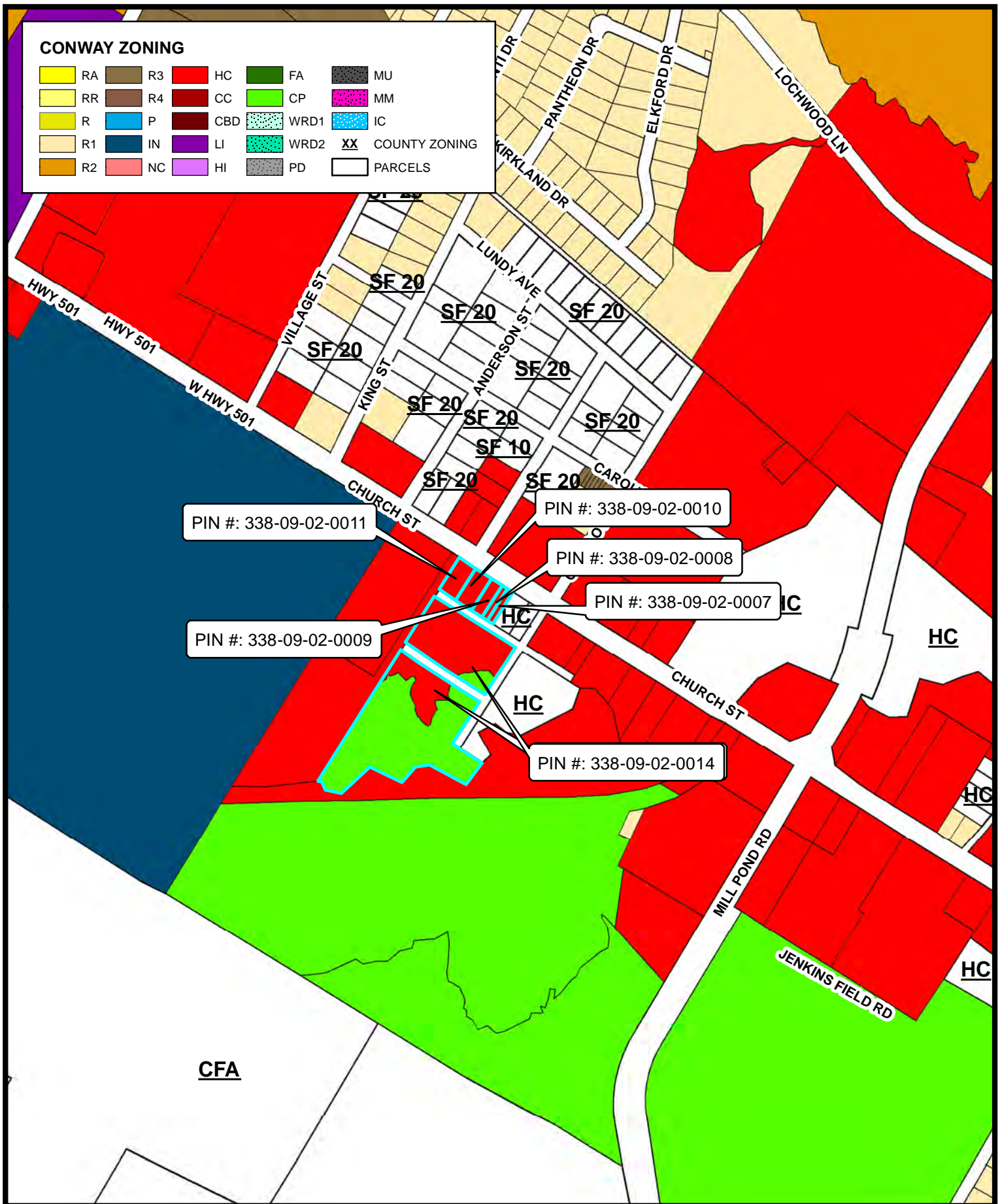
Justin D. Jordan, Council Member

ATTEST: Alicia Shelley, City Clerk

First Reading: _____

Final Reading: _____







Vicinity Map - Not to Scale

Line Work Legend

- adjoining R/W property lines
- parent tract property line
- adjoining property lines
- OHP overhead power line

Legend

- Corner Found (Noted)
- ⊙ 5/8" Iron Rebar Set (Unless Noted)
- ⊙ PK Nail Found
- ⊙ Concrete Monument Found (CMF)
- △ Map / Computed Point
- EOP - Edge of Pavement
- BOC - Back of Curb
- IRF - Iron Rebar Found
- IPF - Iron Pipe Found
- a/c pad
- Propane
- underground telephone
- mail box
- power pole
- utility pole
- guy wire
- meter box
- sewer cleanout
- road sign
- water meter

Reference

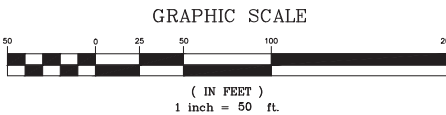
1. Deed Book 4703, Page 2903.
2. Deed Book 4708, Page 1553.
3. Deed Book 3681, Page 2409.
4. Deed Book 1360, Page 726.
5. Plat Book 292, Page 192.
6. Plat Book 104, Page 31.
7. Plat Book 12, Page 93.

Notes

1. This property is subject to all easements and restrictions of record.
2. This document represents a Boundary, Tree and Topographic Survey of an existing parcel of record.
3. This property is located in flood zone "X" as shown on Flood Insurance Rate Map number 45051C 0527K dated 12/16/2021. Flood zone lines shown hereon are scaled and approximate only.
4. Existing Tax Map Parcel numbers and references for the adjoining properties are as shown (if applicable) on the face of this plat.
5. No title search has been performed by this office.
6. Parent Pin Map No. 338-09-02-0014, 338-09-02-0011, 338-09-02-0010, 338-09-02-0009, 338-09-02-0008
7. This survey is valid only if a print of the same has the original signature and embossed seal of the surveyor.
8. No subsurface or environmental conditions have been considered as part of this survey and no statement has been made concerning the locations of underground utilities or facilities that may affect the use or development of this property.
9. Bearings based on South Carolina NAD83 State Plane Coordinate System. All distances are horizontal ground distance, not grid distances.
10. Variable Width Sewer Easement to be owned and maintained by the City of Conway.

n/f
Horry County Board of Education
Pin # 338-09-02-0012
Deed Book 1081, Page 729
Plat Book 292, Page 192

PALMETTO
CORP
Land Surveying Division



| | | |
|---------------------|----------------------------|---|
| DRAWN BY: JAL | JOB# S3837 | 3873 Hwy 701 N Conway, SC 29526 Phone: (843) 716-6021 |
| CLOSURE CHECKED BY: | DATE OF SURVEY: 07/22/2024 | |
| APPROVED BY: RRE | | |

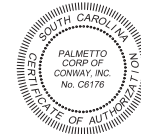
REVISIONS:
1.

Reconfiguration Survey
of
Pin #s 338-09-02-0014, 338-09-02-0011,
338-09-02-0010, 338-09-02-0009,
338-09-02-0008, 338-09-02-0007
Containing 7.93 ± Acres Total
City of Conway, Horry County, South Carolina
Prepared for
Eagle Development Group

Sheet 1 of 2



Ray R. Eshelman PLS# 22753



DATE

Certificate of Accuracy
I hereby state that to the best of my professional knowledge, information, and belief, the survey shown herein was made in accordance with the requirements of the Standards of Practice Manual for Surveying in South Carolina, and meets or exceeds the requirements for a Class A survey as specified therein; also there are no visible encroachments or projections other than shown.



Vicinity Map - Not to Scale

Reference

1. Deed Book 4703, Page 2903.
2. Deed Book 4708, Page 1553.
3. Deed Book 3681, Page 2409.
4. Deed Book 1380, Page 726.
5. Plat Book 292, Page 192.
6. Plat Book 104, Page 31.
7. Plat Book 12, Page 93.

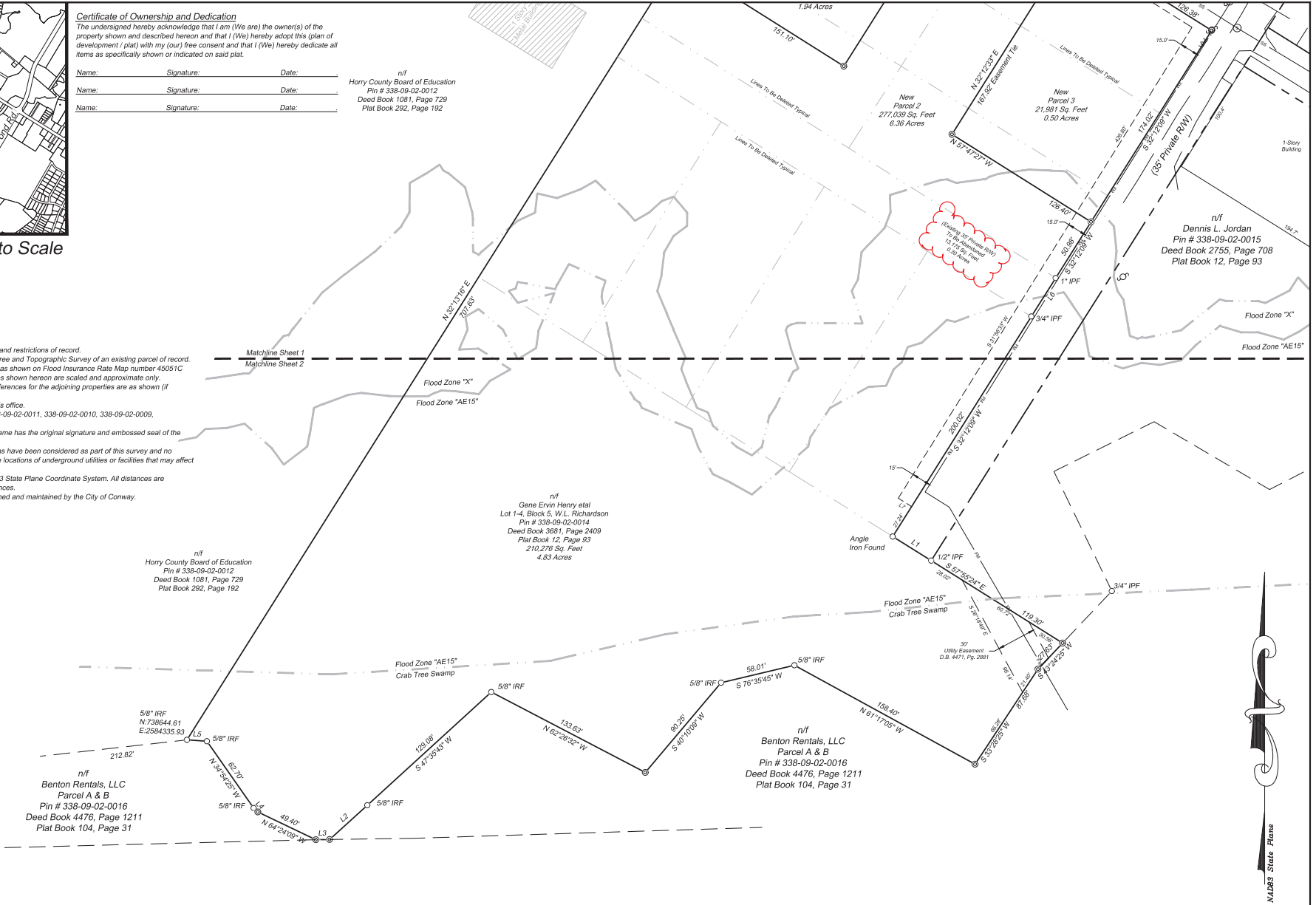
Notes

1. This property is subject to all easements and restrictions of record.
2. This document represents a Boundary, Tree and Topographic Survey of an existing parcel of record.
3. This property is located in flood zone "X" as shown on Flood Insurance Rate Map number 45051C 0527K dated 12/16/2021. Flood zone lines shown hereon are scaled and approximate only.
4. Existing Tax Map Parcel numbers and references for the adjoining properties are as shown (if applicable) on the face of this plat.
5. No title search has been performed by this office.
6. Parent Pin Map No. 338-09-02-0014, 338-09-02-0010, 338-09-02-0009, 338-09-02-0008.
7. This survey is valid only if a print of the same has the original signature and embossed seal of the surveyor.
8. No subsurface or environmental conditions have been considered as part of this survey and no statement has been made concerning the locations of underground utilities or facilities that may affect the use or development of this property.
9. Bearings based on South Carolina NAD83 State Plane Coordinate System. All distances are horizontal ground distance, not grid distances.
10. Variable Width Sewer Easement to be owned and maintained by the City of Conway.

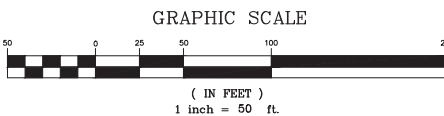
Certificate of Ownership and Dedication
The undersigned hereby acknowledge that I am (We are) the owner(s) of the property shown and described hereon and that I (We) hereby adopt this (plan of development / plat) with my (our) free consent and that I (We) hereby dedicate all items as specifically shown or indicated on said plat.

Name: _____ Signature: _____ Date: _____
Name: _____ Signature: _____ Date: _____
Name: _____ Signature: _____ Date: _____

n/f
Horry County Board of Education
Pin # 338-09-02-0012
Deed Book 1081, Page 729
Plat Book 292, Page 192



PALMETTO
CORP
Land Surveying Division

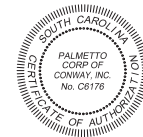


DRAWN BY: JAL
CLOSURE CHECKED BY:
APPROVED BY: RRE

JOB# S3837
DATE OF SURVEY: 07/22/2024
3873 Hwy 701 N
Conway, SC 29526
Phone: (843) 716-6021

REVISIONS:
1.

Reconfiguration Survey
of
Pin #s 338-09-02-0014, 338-09-02-0011,
338-09-02-0010, 338-09-02-0009,
338-09-02-0008, 338-09-02-0007
Containing 7.93 ± Acres Total
City of Conway, Horry County, South Carolina
Prepared for
Eagle Development Group



Certificate of Accuracy
I hereby state that to the best of my professional knowledge, information, and belief, the survey shown herein was made in accordance with the requirements of the Standards of Practice Manual for Surveying in South Carolina, and meets or exceeds the requirements for a Class A survey as specified therein; also there are no visible encroachments or projections other than shown.

DATE: AUGUST 5, 2024
ITEM: VII.A.

ISSUE:

Asphalt - Resurfacing, Milling, In-depth Patching, New Parking Lot/Road Grading and Paving, Striping, Stop Bars and Patching on City Streets Contract

BACKGROUND:

The contract for asphalt resurfacing, milling, in-depth patching, parking lot/road grading and paving, striping, stop bars and patching on City streets has expired. This contract is primarily used for all asphalt related task. The City sent out a Request for Proposals for a one year contract (August 16, 2024 to August 16, 2025). Bid opening was July 3, 2024 and two bids were received from King Asphalt and Palmetto Corp of Conway. Bids received are as follows:

Palmetto Corp of Conway - \$1,247,166.25

King Asphalt - \$897,770.00

RECOMMENDATION:

Staff recommends that City Council award the bid to the lowest bidder, King Asphalt.

BID FORM

We King Asphalt, Inc. submit herewith our Bid Form in response to Bid Request Street Improvements 07-03-2024, and in compliance with the specifications and drawings attached hereto, for Resurfacing of (3) State Streets, (1) City Streets, & Striping.

| <u>Line Item No.</u> | <u>Description</u> | <u>Estimated Quantity</u> | <u>Unit</u> | <u>Unit Price</u> | <u>Extended Amount</u> |
|--------------------------|--|-------------------------------|-------------|-----------------------|----------------------------|
| 1. | SC DOT Type C Asphalt Including Bituminous Tack With PG64-22 Liquid Asphalt Per Specs: | <u>3,605</u> | Tons | <u>\$ 182.50</u> | <u>\$ 657,912.50</u> |
| 2. | 24 – Inch White Solid Lines Single Painted Temp. | <u>150</u> | LF | <u>\$ 2.50</u> | <u>\$ 375.00</u> |
| | Thermo 125 Mil | <u>150</u> | LF | <u>\$ 18.75</u> | <u>\$ 2,812.50</u> |
| 3. | 4 – Inch White Solid Lines Single Painted Temp. | <u>15,000</u> | LF | <u>\$.20</u> | <u>\$ 3,000.00</u> |
| | Thermo 125 Mil | <u>15,000</u> | LF | <u>\$.75</u> | <u>\$ 11,250.00</u> |
| 4. | 4 – Inch Double Yellow Lines Single Painted Temp. | <u>10,000</u> | LF | <u>\$.28</u> | <u>\$ 2,800.00</u> |
| | Thermo 125 Mil | <u>10,000</u> | LF | <u>\$ 1.45</u> | <u>\$ 14,500.00</u> |
| 5. | 8 – Inch White Solid Lines Single Painted Temp. | <u>200</u> | LF | <u>\$.10</u> | <u>\$ 20.00</u> |
| | Thermo 125 Mil | <u>200</u> | LF | <u>\$ 5.60</u> | <u>\$ 1,120.00</u> |
| 6. | Top Soil – SC DOT Specifications | <u>1,500</u> | Tons | <u>\$ 52.00</u> | <u>\$ 78,000.00</u> |
| 7. | Milling – Variable Depth | <u>32,000</u> | SF | <u>\$.95</u> | <u>\$ 30,400.00</u> |

| | | | | |
|---|--------------|----|------------------|---------------------|
| 8. 4 – Inch Yellow Permanent Pavement Markers - Bi-Dir | <u>1</u> | EA | \$ <u>30.00</u> | \$ <u>30.00</u> |
| 9. Full depth patch 6" with Type B Asphalt: | <u>1,000</u> | SY | \$ <u>95.00</u> | \$ <u>95,000.00</u> |
| 10. SC DOT Rail Road Crossing Symbol Thermo 125 | <u>1</u> | EA | \$ <u>550.00</u> | \$ <u>550.00</u> |

TOTAL BASE BID \$ 897,770.00

COMPANY: King Asphalt, Inc.

SIGNATURE: Jason J Edmonds

PRINT NAME: Jason T Edmonds

TITLE: Dir Strategic Mgmt + Est DATE: 07/03/2024

BID FORM

We Palmetto Corp of Conway submit herewith our Bid Form in response to Bid Request Street Improvements 2024, and in compliance with the specifications and drawings attached hereto, for Resurfacing of (3) State Streets, (1) City Streets, & Striping.

| <u>Line Item No.</u> | <u>Description</u> | <u>Estimated Quantity</u> | <u>Unit</u> | <u>Unit Price</u> | <u>Extended Amount</u> |
|--------------------------|--|-------------------------------|-------------|-----------------------|----------------------------|
| 1. | SC DOT Type C Asphalt Including Bituminous Tack With PG64-22 Liquid Asphalt Per Specs: | <u>3,605</u> | Tons | <u>\$ 249.35</u> | <u>\$ 898,906.75</u> |
| 2. | 24 – Inch White Solid Lines Single Painted Temp. | <u>150</u> | LF | <u>\$ 2.00</u> | <u>\$ 300.00</u> |
| | Thermo 125 Mil | <u>150</u> | LF | <u>\$ 16.80</u> | <u>\$ 2,520.00</u> |
| 3. | 4 – Inch White Solid Lines Single Painted Temp. | <u>15,000</u> | LF | <u>\$ 0.15</u> | <u>\$ 2,250.00</u> |
| | Thermo 125 Mil | <u>15,000</u> | LF | <u>\$ 0.72</u> | <u>\$ 10,800.00</u> |
| 4. | 4 – Inch Double Yellow Lines Single Painted Temp. | <u>10,000</u> | LF | <u>\$ 0.25</u> | <u>\$ 2,500.00</u> |
| | Thermo 125 Mil | <u>10,000</u> | LF | <u>\$ 1.45</u> | <u>\$ 14,500.00</u> |
| 5. | 8 – Inch White Solid Lines Single Painted Temp. | <u>200</u> | LF | <u>\$ 0.01</u> | <u>\$ 2.00</u> |
| | Thermo 125 Mil | <u>200</u> | LF | <u>\$ 5.55</u> | <u>\$ 1,110.00</u> |
| 6. | Top Soil – SC DOT Specifications | <u>1,500</u> | Tons | <u>\$ 65.00</u> | <u>\$ 97,500.00</u> |
| 7. | Milling – Variable Depth | <u>32,000</u> | SF | <u>\$ 1.60</u> | <u>\$ 51,200.00</u> |

| | | | | |
|---|--------------|----|------------------|----------------------|
| 8. 4 – Inch Yellow Permanent Pavement Markers - Bi-Dir | <u>1</u> | EA | \$ <u>27.50</u> | \$ <u>27.50</u> |
| 9. Full depth patch 6" with Type B Asphalt: | <u>1,000</u> | SY | \$ <u>165.00</u> | \$ <u>165,000.00</u> |
| 10. SC DOT Rail Road Crossing Symbol Thermo 125 | <u>1</u> | EA | \$ <u>550.00</u> | \$ <u>550.00</u> |

TOTAL BASE BID \$ 1,247,166.25

COMPANY: Palmetto Corp of Conway

SIGNATURE: 

PRINT NAME: Shawn Godwin

TITLE: Owner/CEO DATE: 07/03/2024

DATE: AUGUST 5, 2024
ITEM: VII.B.

ISSUE:

Special event request: Rivertown Reindeer Run, December 7, 2024 – Conway Rotary Club

BACKGROUND:

Shannon Wall, of the Conway Rotary Club has submitted a special event permit application for the annual Rivertown Reindeer Run planned for Saturday, December 7, 2024 from 7 a.m. to 11 a.m. This is a 5K family-friendly race and children's fun run. They anticipate approximately 200-300 participants. The race is a fundraiser for the Conway Rotary Club.

Conway Rotary has requested to use their own route (see attached map of race route) for the 5k and 1 mile run and not the standard route that has been approved by City council.

Police Department and Fire Department personnel will provide assistance for this event. The City of Conway has always helped with this event, and the cost of services provided can be absorbed through its operating budget. The Rotary Club will have volunteers available to help City personnel along the race route and for cleanup. In addition to the restroom facilities at the marina park, they will provide two porta-johns in the marina parking lot.

The applicant has requested road blockades and permission to erect multiple tents in different locations during the event (see attached map of race route). Also requested is assistance with traffic control, standby medical assistance, use of three roll-out carts, and use of City parking by event participants.

The City will notify all residents along the race route in order to provide information about the event using hangers for trash receptacles. The race route will be closed for one hour for the runners to compete; however, local traffic will be allowed to utilize the streets when there is adequate spacing between race participants so that safety will not be jeopardized. Walkers, etc., will use the sidewalks and obey normal traffic regulations along the route. Standby medical assistance will be provided by on-duty Fire Department personnel.

RECOMMENDATION:

Council to provide guidance to staff.

**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: Rivertown Reindeer RunName of permit holder: Shannon Wall, Conway Rotary ClubAddress of permit holder: PO Box 14City: Conway State: SC Zip: 29528Telephone number of permit holder: 843-267-1207 Cell 843-267-1207Are you conducting the activity on behalf of an organization? ☒ Yes ☐ NoIs your organization a non-profit 501(c)(3) organization? ☐ Yes ☒ NoName of organization: Conway Rotary ClubAddress of organization: PO Box 14, Conway, SC 29528Telephone number of organization: 843-267-1207What is the purpose of the activity? Fundraising activity for the Conway Rotary ClubWhat is the proposed date(s) of the activity? December 7, 2024What are the proposed times of the activity? 7am-11amWhat are the plans for the event? 5k family friendly run and 1 mile fun run/walk

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

5k race route, 1 mile up to Palmetto Chevrolet and back

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:

Typical street closure for 5k race

What is the approximate number of participants? 200-300

What is the approximate number of vendors? 0 vendors, a few sponsor tents

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: Race proctor equipment, sound equipment, golf cart

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? We are requesting 3 trash carts from the City of Conway
2 at the marina and 1 at 12th and Elm for the water station

Will existing restroom facilities be adequate? ☐ Yes ☒ No

If not, describe plans to augment available sanitary facilities: In addition to being able to have access to the restroom facilities at Marina Park, we will provide 2 porta johns in marina parking lot

Please include any additional information that may be useful: Conway Rotary Club will have volunteers available for assisting the City of Conway man the street closures along the race route and for clean up

Does any of the following apply to the proposed activity: _____ Fireworks Display ☒ Other (live band, band, loudspeakers, sound amplifiers, etc.). Please specify: Loud speakers for music and race announcements

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

Will alcoholic beverages be served?

☐ Yes ☒ No

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

☐ Yes ☐ No

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

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

N/A

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

N/A

Times for alcohol to be served: From _____ To _____

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

The following does not apply to restaurants:

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

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

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: _____

7-11-24



SPECIAL EVENTS

ALCOHOL CONTROL POLICY

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

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

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

PROPERTY OWNER PERMISSION LETTER

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

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:

Shannon Wall

843-267-1207

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: Rivertown Run Date(s) December 1 2024

Sponsoring Organization: Conway Rotary Club

Application completed by: Shannon Wall Contact No.: 943 269-1201 Date: July 11 2024

| | |
|---|--|
| <input type="checkbox"/> Recommend approval | <input type="checkbox"/> Recommend disapproval |
| <u>7/22/2024</u> Date | |
| Police Department | |
| Fees or charges associated with this event: | |
| Special Conditions/Comments: <u>decision will be based on what council says</u> | |
| Police Officers | \$40.00/hour per officer |

| | |
|--|--|
| <input checked="" type="checkbox"/> Recommend approval | <input type="checkbox"/> Recommend disapproval |
| <u>7/22/2024</u> Date | |
| Fire Department | |
| Fees or charges associated with this event: | |
| Special Conditions/Comments: <u>see attached</u> | |
| Fire Inspector/Fire-Rescue Officers | \$40.00/hour per officer |

| | |
|---|--|
| <input checked="" type="checkbox"/> Recommend approval | <input type="checkbox"/> Recommend disapproval |
| <u>7/22/2024</u> Date | |
| Public Works Department | |
| Fees or charges associated with this event: | |
| Special Conditions/Comments: <u>see attached</u> | |
| <u>Residential & Non Residential Street Closure</u> | |
| Barricades | \$20.00 each |
| Public Works Employee | \$25.00/hour per employee |

☒ Recommend approval ☐ Recommend disapproval

_____ Date 7/22/2024

Parks & Rec. Department

Fees or charges associated with this event: _____

Special Conditions/Comments: see attached

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

☐ Recommend approval ☐ Recommend disapproval

_____ Date _____

Planning Department

Special Conditions/Comments: _____

☐ License(s) obtained for _____ vendor(s) ☒ License(s) not required

Has general liability and liquor liability insurance (if applicable) listing the City of Conway as additional insured been secured? ☐ Yes ☐ No

_____ Date 7/22/2024

Business License Department

Special Conditions/Comments: see attached

RELEASE AND INDEMNIFICATION AGREEMENT
City of Conway

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

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

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

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

_____ (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.

 (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.

 (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.

 (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.

 (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.

AW (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.

AW (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.

AW (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.

AW (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:

Conway Rotary Club

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

NAME: Shannon Wall **TITLE:** 5k Coordinator

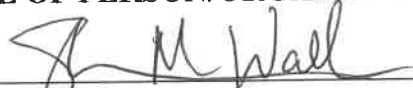
SIGNATURE: _____ **DATE:** _____

FACILITY USE AGREEMENT AND RELEASE/INDEMNIFICATION
City of Conway

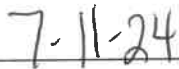
- A. In consideration for being permitted to use the facilities of the City of Conway, Conway Rotary Club
(hereinafter "Applicant") agrees to indemnify and hold harmless, City of Conway its officers, employees, insurers, and SCMIT/SCMIRF Insurance Programs, from and against all liability, claims, and 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.

Shannon Wall/Conway Rotary Club

NAME OF PERSON/ORGANIZATION



SIGNATURE OF PERSON/ORGANIZATION REPRESENTATIVE



DATE



2940 JERRY DASH HILL BLVD - CONWAY, SC 29527
(843) 466-0985 ph (843) 466-0930 fax

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

RIVERTOWN REINDEER RUN
DEC 7 2024
7am-11am

Natasha Sherman

From: Brandon Harrelson
Sent: Monday, July 22, 2024 12:45 PM
To: Natasha Sherman
Subject: RE: Rivertown Reindeer Run

We are good.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, July 22, 2024 12:43 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bffleming@conwaysc.gov>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@conwaysc.gov>; 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 Hymian <mhyman@conwaysc.gov>; Phillip Le Hendrick <phendrick@conwaysc.gov>; Reggie Jenerette <rjenerette@conwaysc.gov>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Rivertown Reindeer Run

Please review for approval and email me back.

Please note the route they wish to use is not the City's approved 5k route. This will go to council for consideration.

Natasha Sherman
Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, January 28, 2024 2:55 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Dale Long
Sent: Monday, July 22, 2024 12:51 PM
To: Natasha Sherman; Adam Emrick; Alicia Shelley; Anne Bessant; Ashley Smith; Brandon Harrelson; Braxton Fleming; Business License; David Parker; Debbie Smith; Jessica Hucks; John Rogers; June Wood; Karen Johnson; Katie Dennis; Mary Catherine Hyman; Phillip Le Hendrick; Reggie Jenerette; Steven Pearce; Tammy Carter; Timmy Williams; Tyres Nesmith
Subject: Re: Rivertown Reindeer Run

I will hold off approving until council votes.

[Get Outlook for iOS](#)

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, July 22, 2024 12:43:02 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bfleming@conwaysc.gov>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@conwaysc.gov>; 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@conwaysc.gov>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Rivertown Reindeer Run

Please review for approval and email me back.

Please note the route they wish to use is not the City's approved 5k route. This will go to council for consideration.

Natasha Sherman
Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, January 28, 2024 2:55 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Business License
Sent: Monday, July 22, 2024 3:51 PM
To: Natasha Sherman
Subject: RE: Rivertown Reindeer Run

Approved.

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

Thanks,

Bradley Todd

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



From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, July 22, 2024 12:43 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bfleming@conwaysc.gov>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@conwaysc.gov>; 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@conwaysc.gov>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Rivertown Reindeer Run

Please review for approval and email me back.

Natasha Sherman

From: Phillip Le Hendrick
Sent: Monday, July 22, 2024 2:53 PM
To: Natasha Sherman
Subject: RE: Rivertown Reindeer Run

Fire is good regardless of the route.

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, July 22, 2024 12:43 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bfleming@conwaysc.gov>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@conwaysc.gov>; 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@conwaysc.gov>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Rivertown Reindeer Run

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Please note the route they wish to use is not the City's approved 5k route. This will go to council for consideration.

Natasha Sherman
Executive Assistant
City of Conway

From: cityhallprinter@cityofconway.com <cityhallprinter@cityofconway.com>
Sent: Sunday, January 28, 2024 2:55 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i

Natasha Sherman

From: Ashley Smith
Sent: Monday, July 22, 2024 1:17 PM
To: Natasha Sherman
Subject: RE: Rivertown Reindeer Run

Recreation and the Marina are good

From: Natasha Sherman <nsherman@conwaysc.gov>
Sent: Monday, July 22, 2024 12:43 PM
To: Adam Emrick <aemrick@conwaysc.gov>; Alicia Shelley <ashelley@conwaysc.gov>; Anne Bessant <abessant@conwaysc.gov>; Ashley Smith <asmith@conwaysc.gov>; Brandon Harrelson <bharrelson@conwaysc.gov>; Braxton Fleming <bfleming@conwaysc.gov>; Business License <businesslicense@conwaysc.gov>; Dale Long <dlong@conwaysc.gov>; 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@conwaysc.gov>; Steven Pearce <spearce@conwaysc.gov>; Tammy Carter <tcarter@conwaysc.gov>; Timmy Williams <twilliam@conwaysc.gov>; Tyres Nesmith <tnesmith@conwaysc.gov>
Subject: Rivertown Reindeer Run

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City of Conway

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Sent: Sunday, January 28, 2024 2:55 AM
To: Natasha Sherman <nsherman@conwaysc.gov>
Subject: Message from KM_C450i