

Mayor  
Elise Partin

Mayor Pro-Tem  
James E. Jenkins

Council Members  
Tara S. Almond  
Phil Carter  
Eva Corley

Interim City Manager  
Rachelle Moody



**City of Cayce  
Regular Council Meeting  
Tuesday, July 3, 2018  
6:00 p.m. – Cayce City Hall – 1800 12<sup>th</sup> Street  
www.caycesc.gov**

**I. Call to Order**

- A. Invocation and Pledge of Allegiance
- B. Approval of Minutes  
June 5, 2018 Regular Meeting  
June 20, 2018 Special Meeting  
June 22, 2018 Special Meeting

**II. Public Comment Regarding Items on the Agenda**

**III. Presentations and Proclamations**

- A. Presentation of Cayce Calendar Photo Contest Winners
- B. Presentation of Whole Sole Award

**IV. Resolutions and Ordinances**

- A. Approval of Resolution Declaring Filing Dates for Candidacy for Municipal Elections
- B. Discussion and Approval of Ordinance 2018-08 Amending Zoning Map and Rezoning Properties Located at 1803 State Street (Tax Map Number 004655-04-020) from C-3 to RG-2 – First Reading
- C. Discussion and Approval of Ordinance 2018-09 Establishing the Standards for the Placement of Small Wireless Facilities in Covered Areas in the City of Cayce, South Carolina; and for Other Purposes - First Reading

**V. City Manager's Report**

**VI. Committee Matters**

- A. Approval to enter the following Committee approved Minutes into the City's Record

Events Committee – March 8, 2018  
Cayce Housing Authority – April 10, 2018  
Planning Commission – May 21, 2018

**VII. Council Comments**

**VIII. Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of Employment for City Manager Position
- C. Discussion of negotiations incident to proposed contractual arrangements relating to the Brickworks Apartments Project

**IX. Reconvene**

**X. Possible Actions by Council in follow up to Executive Session**

**XI. Adjourn**

**SPECIAL NOTE: Upon request, the City of Cayce will provide this document in whatever form necessary for the physically challenged or impaired.**



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**CITY OF CAYCE**  
**Regular Council Meeting**  
**June 5, 2018**

The June Regular Council Meeting was held this evening at 6:00 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. Interim City Manager Rachelle Moody, Municipal Clerk Mendy Corder, Planning & Development Director Carroll Williamson, Municipal Treasurer Garry Huddle, City Attorney Danny Crowe, and Director of Public Safety Byron Snellgrove were also in attendance.

Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the FOIA. Ms. Corder confirmed they were notified.

**Call to Order**

Mayor Partin called the meeting to order. Council Member Carter gave the invocation. Mayor Partin led the assembly in the Pledge of Allegiance.

**Approval of Minutes**

Council Member Almond made a motion to approve the May 1, 2018 Regular Council Meeting minutes and the May 16, 2018 Special Council Meeting minutes as written. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

**Public Comment Regarding Items on the Agenda**

No one signed up for Public Comment.

**Presentations and Proclamations**

- A. Recognition of the Cayce West Columbia Junior Chamber for Hosting the Kid's Area at the 2018 Soiree on State

Mayor Partin stated that Ms. Katie Moore with the Cayce West Columbia Junior Chamber contacted City staff as soon as the date for the 2018 Soiree on State was announced. Ms. Moore stated that the Jaycees would love to host the Kid's Area during the Soiree. She was so enthusiastic and had so many great ideas that City staff immediately agreed to the generous offer. Mayor Partin stated that thanks to the Jaycees the kid's area was by far the most popular area at the Soiree.

She stated that they had so many fun activities for the kids. There was a scavenger hunt, rock painting, free tennis lessons, a Giant Connect 4, Corn hole, Jenga, giant checkers, a bucket toss, hula hoops and jump ropes. The Jaycees also hosted games of kickball and GaGa ball which all the kids loved. The Cayce West Columbia Junior Chamber member's generous commitment of their time and the efforts they made to ensure that the kid's area was a huge success was so appreciated by all the families that attended the Soiree on State.

Mayor Partin stated that the Jaycees also host the Cayce Field Days in Memorial Park on State Street. The event promotes keeping kids active and social in the summer, which is so important to their development. Cayce Field Days is an opportunity for kids of all ages to enjoy a free fun day and get a healthy snack. Ms. Moore stated that during Cayce Field Days, GaGa Ball, Kickball, Tennis, and other fun games and crafts, will be featured. The event is open to kids all over the Midlands.

#### B. Presentation of Whole Sole Award

Mayor Partin read the nomination written recommending Officer Eddie West for the City's Whole Sole Award. Officer West joined Cayce Public Safety in 2017. While assigned to patrol he immediately began to impact the community with his efforts to reach citizens by attending events and encouraging communication between residents and the Public Safety Department. He was transferred to the Community Services Unit when Cayce Elementary School opened in August 2017. As a School Resource Officer, Officer West implemented many student-centered programs. One of the programs, Cayce Safety Patrol, allows 5th graders to escort younger students in the afternoon car line. Officer West mentors the students selected for Safety Patrol in the areas of academics, conduct, and community service.

Officer West is integral in Cayce Public Safety's Explorer Program. He recruits and mentors the youth and educates them on law enforcement. In October 2017, Officer West was presented with the Law Enforcement Officer of the Month award by the Greater Cayce-West Columbia Chamber of Commerce. Also, as the Resource Officer for the newly built Cayce Elementary, he was awarded the prestigious honor of School Resource/Community Services Officer of the Year by the School District. Officer West was a recipient of the Cayce S.O.A.R. award (which recognizes staff members who go above and beyond) for his continuing dedication to students, staff, and their families. Officer West pioneered the Cayce Ballers to foster the relationship between police officers and community members. It is a weekly basketball game including Officer West, school faculty and parents, allowing them to view law enforcement officers in a positive light.

Officer West is extremely involved in helping to make the community a safer environment for all by working closely with the citizens and addressing any concerns they may have. He is also deeply involved in recruitment for new employees for the Department. Officer West always has a can do attitude and always volunteers without hesitation to assist with community events, where he not only keeps the people safe, but serves as a liaison between the Department and the residents of the community. Mayor Partin presented Officer West with the Cayce Whole Sole Award and thanked him for always going above and beyond.

**C. Approval of Proclamation – Say Something Nice Day**

Council Member Almond made a motion to approve a Proclamation proclaiming June as Communications Month and June 1, 2018 as Say Something Nice Day in Cayce. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin stated that in that vein she would like to thank Council for being such a wonderful Council to work with. Council Member Almond stated that Mayor Partin was the best Mayor in the Midlands.

**D. Approval of Proclamation – Mayor's Monarch Pledge Day**

Mayor Partin stated that the number of monarch butterflies has decreased significantly over the last 20 years. She stated that Girl Scout Troop 824 members Ms. Cassie Drew, Ms. Kaitlyn Remia and Ms. Chloe Sturkie decided as their Silver Award Project to play a role in saving the monarch butterfly. They built a butterfly garden in Timmerman Trail which provides a habitat for the monarch butterfly and pollinators. By doing this the Girl Scouts brought the plight of the monarch butterflies to Mayor Partin's attention. Mayor Partin stated that she recently signed the National Wildlife Federation's Mayor's Monarch Pledge. The City of Cayce is the first city in South Carolina to sign the Pledge.

Council Member Jenkins made a motion to approve a Proclamation proclaiming May 8, 2018 as Mayor's Monarch Pledge Day in the City since that is the day that Mayor Partin signed the Pledge. Council Member Carter seconded the motion which was unanimously approved by roll call vote.

**Ordinances and Other**

- A. Discussion and Approval of Ordinance 2018-06 Amending Zoning Map And Rezoning Properties Located at 1328 Poplar Street (Tax Map Number 005765-03-002) and Poplar Street (Tax Map Number 005765-03-001) from C-1 to RG-2 – First Reading

Council Member Jenkins made a motion to approve Ordinance 2018-06 on First Reading. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

**B. Discussion and Approval of Ordinance 2018-07 to Adopt an Annual Budget, Levy a Property Tax, and Provide Revenue for the City of Cayce for the Fiscal Year Ending June 30, 2019 – First Reading**

Ms. Moody stated that the General Fund Budget is balanced at \$13,554,433 and includes:

- \$373,000 in Grant Income
- \$267,300 from Lexington School District Two for SRO cost sharing at 75%
- \$1,800,000 transfer from Utility Fund for Indirect Costs
- \$839,073 transfer from Hospitality Tax Fund
- \$95,927 from an increase of 2 mils in property taxes, per the allowed amount within the look back. One mil is valued at \$52,134. Anticipated revenue is calculated at 92% collection rate per historical collection records. The current millage is 47.69 mils and this increase would bring it to 49.69 mils. A 2 mil increase would cost the average \$100,000 home an additional \$8 per year.
- \$82,728 additional revenue due to \$1.50/month increase to residential sanitation fee, for a total of \$744,728 total sanitation fee revenue
- \$438,462 in capital expenditures. This includes vehicles and equipment for public safety, replacement servers for the City, an easy dump truck and digital waste management website/app for Sanitation.
- A 2% COLA for all full time employees
- Six new positions, including:
  - 3 Fire Fighters
  - 1 Public Safety Officer
  - 2 School Resource Officers

Ms. Moody stated that the revenues in the General Fund have remained fairly stagnant over the past year, except for increases in the Hospitality Tax revenue. She stated that in balancing the budget staff has worked to purchase one-time capital purchases and keep recurring costs low because of the future budget projections.

Ms. Moody stated that the Utility Fund Budget is balanced at \$15,381,815 and includes:

- A 1.5% rate increase as required by the terms of the SRF Loan

- \$930,848 in capital expenditures, including:
  - A new generator and transfer switch for the raw water intake facility (75% reimbursed by FEMA grant)
  - A mini excavator
  - Three vehicle replacements
- One new position: Administrative Assistant for Septage and Grease
- \$438,750 in Grant Income
- 15% debt coverage for the City's utility fund debt
- \$1,800,000 transfer to General Fund for Indirect Costs
- A 2% COLA for all full time employees

Council Member Almond made a motion to approve Ordinance 2018-07 on First Reading. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

C. Discussion and Approval of Bid Award for an Aerial Lift for Parks Department

Ms. Moody stated that the FY 2017-2018 budget includes an appropriation for a capital purchase of a new Compact Aerial Lift for the Parks Department. The lift will primarily be used in the Riverwalk Park and Timmerman Trail. This lift can also be used throughout the City for other needs.

Ms. Moody stated that a Request for Bids was prepared along with specifications and sent to various equipment dealers who sell this type of equipment. Sealed bids were received and publicly opened on May 16, 2018. The Garage and Parks staff reviewed the bids and compared them to the specifications set forth. The following companies supplied the following quotes for the lift:

<b>Company</b>	<b>Quote</b>
Carolina Construction Equipment	\$101,341.20
Teupen North America, Inc.	\$114,682.60
Blanchard Compact Equipment	No bid received

Council Member Carter made a motion to award the bid to the low quote provided by Carolina Construction Equipment at \$101,341.20 for a 60 HD Arbor Compact Aerial Lift. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

D. Discussion and Approval of Memorandum of Understanding and

### Agreement between City of Cayce and Town of Springdale

Ms. Moody stated that on December 18, 2014, Cayce City Council and Springdale City Council signed a Memorandum of Understanding and Agreement for Cayce's Building Official to provide plan review and inspection services for \$1,000 per month starting on January 1, 2015 and ending on January 1, 2016. Since January 1, 2015, Steve Martin, Cayce's Building Official has faithfully provided these services and kept detailed records of the work he conducted in Springdale. Staff was unaware that the contract had not been renewed past January 1, 2016, so Mr. Martin continued his work for Springdale. In order for this Agreement to go into effect, Springdale Town Council must also approve it. It will be on their agenda at their next meeting on June 5, 2018.

Council Member Corley made a motion to approve the agreement between the City and the Town of Springdale. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

### City Manager's Report

Ms. Moody stated that the Cayce Public Safety Foundation received \$462 through Midlands Gives which will be used to purchase needed items for Public Safety. She stated that the Cayce Serves Tennis Tournament is scheduled for Saturday, June 16. The Tennis Tournament is a fundraiser presented by the Cayce Public Safety Foundation. She stated that Public Safety is offering golf cart tours of the Cayce Riverwalk exclusively for seniors and residents with limited mobility. Ms. Moody stated that code enforcement staff will start working flex time this summer so they can make contact with residents before and after work hours. She stated that residents Ms. Alice Brooks and Ms. Adaylia Stark judged the calendar photo contest that day and picked the twelve winners who will be recognized at the July 3 Council Meeting.

### Committee Matters

- A. Approval to enter the following approved Committee Minutes into the City's Record

Council Member Almond made a motion to approve entering the following Committee minutes into the City's official record:

Planning Commission – March 19, 2018  
Museum Commission – May 2, 2018

Council Member Corley seconded the motion which was unanimously approved by roll call vote.

### **Council Comments**

Council Member Almond stated that staff did an excellent job on the FY18/19 budget and thanked them for their hard work during the interim. Council Member Jenkins stated that he agreed that staff did a great job on the budget. Council Member Carter stated that he recently did a ride along with Lt. Dave Hoffman and thoroughly enjoyed it. He stated that the City's Public Safety Department is managed very professionally and is very organized.

### **Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of Employment for City Manager Position
- C. Personnel Matter – Discussion of the Cayce Historical Museum
- D. Discussion of negotiations incident to proposed contractual arrangements concerning a possible economic development project
- E. Discussion of negotiations incident to proposed contractual arrangements relating to the Brickworks Apartments Project

Council Member Jenkins made a motion to move into Executive Session. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

### **Reconvene**

After the Executive Session was concluded, Council Member Carter made a motion to reconvene the Regular meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume the Regular meeting.

### **Possible Actions by Council in follow up to Executive Session**

VIII. D.

Council Member Almond made a motion to authorize the Mayor to communicate an additional credit for the upgrade of the sewer lift station as discussed in Executive Session. Council Member Corley seconded the motion which was unanimously approved by roll call vote.

### **Adjourn**

There being no further business, Council Member Almond made a motion to adjourn the meeting. Council Member Corley seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 8:07 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy C. Corder, Municipal Clerk



Mayor  
Elise Partin

Mayor Pro-Tem  
James E. Jenkins

Council Members  
Tara S. Almond  
Phil Carter  
Eva Corley

Interim City Manager  
Rachelle Moody



**CITY OF CAYCE**  
**Public Hearing and Special Council Meeting**  
**June 20, 2018**

A Public Hearing was held at 5:00 p.m. in Council Chambers to obtain public comment on the annual budget for FY18-19 and the establishment of new fees and fee amounts to be adopted as part of the budget ordinance. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. Interim City Manager Rachelle Moody, Municipal Clerk Mendy Corder, Municipal Treasurer Garry Huddle, Public Safety Director Byron Snellgrove and City Attorney Danny Crowe were also in attendance. Mayor Partin asked if members of the press and the public were duly notified of the Public Hearing in accordance with the Freedom of Information Act. Ms. Corder confirmed they were notified.

**Opening Statement**

Mayor Partin stated that the Public Hearing was being held to hear any comments on the proposed budget for FY18-19 and the establishment of new fees and fee amounts to be adopted as part of the budget ordinance.

**Public Testimony**

No one from the public in attendance offered any public testimony or comment.

**Close Hearing**

Mayor Partin closed the public hearing noting that no public comment was received.

The Special Council Meeting immediately followed the Public Hearing at 5:07 p.m. in Council Chambers. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. Interim City Manager Rachelle Moody, Municipal Clerk Mendy Corder, Garry Huddle, Municipal Treasurer, Public Safety Director Byron Snellgrove and City Attorney Danny Crowe were also in attendance. Mayor Partin asked if members of the press and the public were duly notified of the Council Meeting in accordance with the Freedom of Information Act. Ms. Corder confirmed they were notified.

Mayor Partin called the meeting to order. Council Member Almond gave the invocation and Mayor Partin lead the assembly in reciting the Pledge of Allegiance.

### **Public Comments Regarding Items on the Agenda**

Ms. Corder advised that no one had signed up for Public Comment.

### **Ordinances**

- A. Discussion and Approval of Ordinance 2018-06 Amending Zoning Map and Rezoning Properties Located at 1328 Poplar Street (Tax Map Number 005765-03-002) and Poplar Street (Tax Map Number 005765-03-001) from C-1 to RG-2- Second Reading

Council Member Jenkins made a motion to approve Ordinance 2018-06 on second reading. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

- B. Discussion and Approval of Ordinance 2018-07 to Adopt an Annual Budget, Levy a Property Tax, and Provide Revenue for the City of Cayce for the Fiscal Year Ending June 30, 2019 and To Adopt and Establish Certain New Fees with Fee Amounts and New Fee Amounts for Certain Existing Fees – Second Reading

Council Member Almond made a motion to approve Ordinance 2018-07 on second reading. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

### **City Manager Comments**

Ms. Moody stated that she did not have any comments.

### **Committee Matters**

- A. Appointments and Reappointments  
Events Committee Three (3) Positions

Council Member Carter made a motion to appoint Ms. Alexis Moore, Mr. Johnathon Moore and Ms. Justina LaRocque to the Events Committee. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

### **Council Comments**

Council Member Carter thanked Ms. Kay Hutchinson and Public Safety staff for all their hard work that went into making the Cayce Serves Tennis Tournament such a

success. Mayor Partin stated that she heard that over a 100 tennis players participated in the tournament. Council Member Jenkins thanked Ms. Moody for having James Denny look into an issue involving beavers.

**Executive Session**

- A. Receipt of legal advice relating to claims and potential claims by and against the City and other matters covered by the attorney-client privilege
- B. Discussion of employment for City Manager Position
- C. Discussion of negotiations incident to proposed contractual arrangements relating to the Brickworks Apartments Project

Mayor Partin stated that Council did not have anything to discuss under Item VII. A. Council Member Almond made a motion to move into Executive Session to discuss Items VII. B and VII. C. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

**Reconvene**

After the Executive Session was concluded, Council Member Carter made a motion to reconvene the Regular meeting. Council Member Almond seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume the regular meeting.

**Possible Actions by Council in follow up to Executive Session**

There were no actions in follow up to Executive Session.

**Adjourn**

There being no further business, Council Member Carter made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. The meeting adjourned at 8:07 p.m.

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Elise Partin, Mayor

ATTEST:

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Mendy C. Corder, Municipal Clerk



Mayor  
Elise Partin

Mayor Pro-Tem  
James E. Jenkins

Council Members  
Tara S. Almond  
Phil Carter  
Eva Corley

Interim City Manager  
Rachelle Moody



**CITY OF CAYCE  
Special Council Meeting  
June 22, 2018**

A Special Council meeting was held at 5:00 p.m. at City Hall. Those present included Mayor Elise Partin, Council Members Tara Almond, Phil Carter, Eva Corley and James Jenkins. Municipal Clerk Mendy Corder was also in attendance. Mayor Partin advised that members of the press and the public were duly notified of the meeting in accordance with the FOIA and called the meeting to order.

Council Member Carter gave the invocation and Mayor Partin led those in attendance in the Pledge of Allegiance.

**Executive Session**

A. Discussion of Employment for City Manager Position

Council Member Corley made a motion to move into Executive Session to discuss the matter above. Council Member Almond seconded the motion which was unanimously approved by roll call vote.

**Reconvene**

After the Executive Session was concluded, Council Member Almond made a motion to reconvene the Regular meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote. Mayor Partin announced that no vote was taken in Executive Session other than to adjourn and resume the Regular meeting.

**Possible Actions by Council in follow up to Executive Session**

There was no action taken in follow up to Executive Session.

**Adjourn**

Council Member Almond made a motion to adjourn the meeting. Council Member Jenkins seconded the motion which was unanimously approved by roll call vote.

There being no further business, the meeting adjourned at 5:20 p.m.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy Corder, CMC, Municipal Clerk

### 2018-2019 Cayce Calendar Contest Winners

Name	Title of Photo	Month
Libby Connor	Down by the River	July
Kevin White	Rec on the River	August
Teresa Mitchell	A Bench with a View	September
Richard Banton <b>(Grand Prize Winner)</b>	Color of Fall at Congaree Creek	Cover/October
Faith V Lirosi	Back to the Good Ole Days	November
Charles Hite	Cayce Artists on Frink Street	December
Charles Hite	The Efforts of Many Realized	January
Nicholas McGee	Brick by Brick	February
Lloyd Powell	Riverwalk Alligator	March
Richard Banton	Dancing in the Streets	April
Narda McGee	Cayce's Magnificent Beauty	May
Rebecca Borgkvist Crow	Our Girl & Her Dog on the River	June

Richard Banton, the grand prize winner, receives a \$100.00 check and his winning photo featured on the cover of the calendar as well as the photo for the month of October.

All other contestants receive a *Reflections of Cayce* poster and a Cayce t-shirt.

On June 18 Parks Manager, James Denny, was leaving Walmart after purchasing groceries to make dinner for his family. As he was getting in his vehicle he heard a loud noise and looked up to see an 18-wheeler truck come around the turn on Knox Abbott Drive and overturn pinning a small car underneath the trailer. Mr. Denny immediately ran to the intersection to check to see if anyone was hurt. Miraculously no one was seriously injured in the accident.

The 18-wheeler truck spilt scrap metal and debris across Knox Abbott Drive. The accident blocked all lanes of traffic so Mr. Denny immediately started working to clear a lane of traffic. Once he had a lane open he directed traffic, keeping traffic moving safely, until Cayce Public Safety Officers arrived to take over the scene. Once officers arrived Mr. Denny assisted with clearing the debris and getting all lanes of traffic open.

For all of these efforts, I'd like to nominate James Denny for the Whole Sole Award.



STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF LEXINGTON )  
 )  
CITY OF CAYCE )

**RESOLUTION**  
**Declaring Filing Dates for Candidacy for**  
**Municipal Elections**

**WHEREAS**, an election for Mayor and Councilmembers for Council Districts 2 and 4 is scheduled to be held on November 6, 2018; and

**WHEREAS**, the City wishes to advise the public of the opening and closing dates for the filing by any candidate for such office of a statement of candidacy,

**NOW, THEREFORE, BE IT RESOLVED**, by Mayor and Council of the City of Cayce, in Council duly assembled, that:

(A) Filing for candidates for election for Mayor and Councilmembers for Council Districts 2 and 4 is declared to be open July 20, 2018 at noon.

(B) Filing for candidates for election will be closed at twelve o'clock noon on July 30, 2018.

**ADOPTED** this \_\_\_\_\_ day of July, 2018.

\_\_\_\_\_  
Elise Partin, Mayor

ATTEST:

\_\_\_\_\_  
Mendy C. Corder, CMC, Municipal Clerk

First reading and adoption: July \_\_\_\_\_, 2018

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

# **PUBLIC NOTICE CITY OF CAYCE GENERAL ELECTION**

The Municipal Election Commission of the City of Cayce announces the General Election for the City of Cayce to be **Tuesday, November 6, 2018.**

The following offices shall be included in this election:

Mayor, City of Cayce – term expire 11-2022  
Councilmember District #2 - term expiring 11-2022  
Councilmember District #4 - term expiring 11-2022

Precincts are as follows:

Cayce #1 – American Legion Post, 402 Naples  
Cayce #2 – Edwards Memorial Presbyterian Church, 1600 Summerland  
Cayce #3 – Cayce United Methodist Church, 1600 12<sup>th</sup> St  
Cayce #2A – Davis Early Childhood Center for Tech, 2305 Frink St  
Edenwood – Claude A. Taylor Elementary School, 103 Ann Ln  
Emmanuel Church – Emmanuel Lutheran Church, 2491 Emmanuel Church Rd  
Olympia – Olympia School, 621 Bluff Rd. (The Retreat)

**People desiring to vote in the upcoming election must be registered by October 6, 2018. To register, one must contact the Lexington County Board of Voter Registration.**

Citizens desiring to be candidates for one of the above listed offices must reside in the District and file a Statement of Candidacy at Lexington County Voter Registration and Elections, 605 West Main St. Lexington, SC and pay the appropriate fee for the office of Mayor is \$100.00 and Councilmember of \$50.00.

Statement of Economic Interest and Campaign Disclosure file according to Ethics requirement.

**Books are open for filing beginning noon July 20, 2018 at the Lexington County Voter Registration and Elections, 605 West Main St, Lexington, and remain open during regular business hours until noon July 30, 2018.** Any declaration to be a write-in candidate must be filed within **fourteen (14) days** after the close of the filing period for candidates.

This is a nonpartisan election and no party affiliation shall be placed on the ballot.

The polls shall be open at 7:00 a.m. on Election Day and close at 7:00 p.m. At 9:00 a.m. on said Election Day the poll managers will begin examination of the absentee ballot return envelopes. This examination will be held at the Lexington County Voters Registration Office.

On Friday, November 9, at 9:00 a.m. at the Lexington County Voters Registration Office, 605 West Main St, Lexington, the Lexington County Elections Board will hold a hearing to determine the validity of ballots challenged in this election.

The City operates under the non-partisan plurality method authorized by State Code Sec. 5-15-61.

## 2018 ELECTION DEADLINES

Three offices: Mayor, Council Member District 2 (James "Skip" Jenkins) and Council Member District 4 (Phil Carter)

Action	Deadline
<input type="checkbox"/> Review Election Laws and Update Ordinances	Now
<input type="checkbox"/> <b>Declare Election Open beginning July 20</b> at Council Meeting (Resolution) - 90 days prior to election	July 3 Regular Mtg
<input type="checkbox"/> Prepare and send press release announcing election open	Wk of July 2
<input type="checkbox"/> Public Notice in Newspaper (1 <sup>st</sup> notice) Lex Cty prepares ad To run July 12	July 12
<input type="checkbox"/> Public Notice in Newspaper (2 weeks after 1 <sup>st</sup> notice) To run July 26	July 26
<input type="checkbox"/> <b>Deadline for filing</b>	<b>July 30 noon</b>
<input type="checkbox"/> Copy of Candidates Roster, Statement of Econ Interest, copies of Statement of Candidacy forms, SEI form and SEI Confirmation sheets forwarded to County Board of Voter Registration and Chair of Cayce MEC	July 30
<input type="checkbox"/> Original Candidates Roster, Statement of Econ Interest, copies of Statement of Candidacy forms, SEI form and SEI Confirmation sheets forwarded to State Ethics Comm	July 30
<input type="checkbox"/> <b>Deadline for write-in candidates</b>	<b>August 13</b>
<input type="checkbox"/> Once ok received from Ethics Comm, send letter to candidates advising they have been approved to be placed on the ballot	Ethics Comm
<input type="checkbox"/> Send letter to MEC to confirm their commitment	September 10
<input type="checkbox"/> Place notice of MEC meetings on city web site and outside board	As needed
<input type="checkbox"/> Hold MEC Meeting	Wk of Oct 8
<input type="checkbox"/> Election Day	November 6
<input type="checkbox"/> MEC to meet with County Election Commission to declare results	November 9
<input type="checkbox"/> File results with County Clerk	November 9

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# Memorandum

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**To:** Mayor and Council

**From:** Rachele Moody, Interim City Manager  
Carroll Williamson, Planning and Development Director

**Date:** June 25, 2018

**Subject:** First Reading of an Ordinance to Re-zone 1803 State Street (TMS# 004655-04-020) from C-3 (Central Commercial District) to RG-2 (General Residential District, High Rise).

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## **ISSUE**

Council approval is needed for the First Reading of an Ordinance to re-zone 1803 State Street (TMS# 004655-04-020) from C-3 (Central Commercial District) to RG-2 (General Residential District, High Rise).

## **BACKGROUND/DISCUSSION**

The applicant wishes to rezone the property listed above from C-3 (Central Commercial District) to RG-2 (General Residential District, High Rise). The C-3 zoning classification is intended to promote the concentration and vitality of commercial and business areas of State Street, but the allowable residential uses in this district are limited. The structure on the property was built as a residence, but has had commercial use most recently, in conformance with the current zoning. The property is currently vacant. To be used commercially, significant upgrades to meet building code requirements must be completed.

Properties adjacent to this property to the east are currently zoned RG-2, but there are no RG-2 zoning districts on State Street. The RG-2 zoning district allows for the greatest amount of flexibility of size and use of the City's residential zoning districts, including multi-family uses.

This property is 7,250 square feet and contains a structure that has 1,146 square feet of living area. The subject property is contiguous to RG-2 to the east, C-3 to the south and west, and RS-3 (Single-Family Residential) across Poplar Street to the north.

The requested re-zoning is in compliance with the Zoning Ordinance and is permitted as an alternative zoning district according to the criteria of the Future Land Use Map.

The Planning Commission considered the request for re-zoning at the meeting on June 18, 2018. The rezoning request was opened to the public. No one from the public, other than the applicant, spoke at the public hearing.

The Planning Commission voted on the requested re-zoning, to the RG-2 zoning designation, at the planning commission meeting on June 18, 2018.

**RECOMMENDATION**

The Planning Commission recommends Council approve First Reading of an Ordinance to re-zone 1803 State Street (TMS# 004655-04-020) from C-3 (Central Commercial) to RG-2 (General Residential District, High Rise).

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF LEXINGTON )  
 )  
CITY OF CAYCE )

**ORDINANCE 2018-08**  
**Amending Zoning Map and Rezoning**  
**Properties Located at 1803 State Street**  
**(Tax Map Number 004655-04-020) from**  
**C-3 to RG-2**

**WHEREAS**, Julie Isom Sharpe, as the property owner, requested that the City of Cayce amend the Zoning Map to re-designate the property comprising and shown as 1803 State Street (TMS# 004655-04-020), now zoned Central Commercial (C-3) to General Residential, High Rise (RG-2), and

**WHEREAS**, the Planning Commission held a public hearing on this request to receive comments from the public and adjacent property owners, and

**WHEREAS**, the Planning Commission met on June 18, 2018, to review public comments and vote on recommending the rezoning request and unanimously voted to recommend this change to the existing zoning,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Cayce, in Council, duly assembled, that the property hereinafter listed, and as shown on the attached sketch, is hereby rezoned and reclassified on the Zoning Map of the City of Cayce as RG-2, General Residential, High Rise:

Tax Map Number 004655-04-020  
1803 State Street

This Ordinance shall be effective from the date of second reading approval by Council.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Elise Partin, Mayor

Attest:

\_\_\_\_\_  
Mendy Corder, CMC, Municipal Clerk

First Reading: \_\_\_\_\_

Second Reading and Adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney

Rezoning Request  
MA002-18  
1803 State Street



**Legend**

-  PROPERTIES WITHIN 200FT OF REQUEST
-  1803 STATE ST RE-ZONING REQUEST



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# Memorandum

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**To:** Mayor and Council

**From:** Rachele Moody, Interim City Manager  
Carroll Williamson, Planning and Development Director

**Date:** June 27, 2018

**Subject:** First Reading of an Ordinance establishing the standards for the placement of small wireless facilities in covered areas in the City and for other purposes

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## ISSUE

Council approval is needed for the First Reading of an ordinance establishing the standards for the placement of small wireless facilities in covered areas in the City and for other purposes. The Ordinance will amend Zoning Ordinance Section 6.10-2 Permitted Uses by adding language concerning small wireless facilities in the Design Overlay District and to add Article 12 Standards for Placement of Small Wireless Facilities in Covered Areas.

## BACKGROUND/DISCUSSION

Small wireless facilities are facilities mounted on poles in the right-of-way that improve the performance of wireless networks in populated areas. The current Zoning Ordinance does not address small wireless facilities, but they are becoming increasingly common in cities. This is largely a model Ordinance that was created by the Municipal Association working with Cayce's attorney Danny Crowe. The Ordinance lists the application requirements as well as the fees associated with the new permits. The permitting will be managed at the staff level. Additionally, staff has added some design standards to ensure that these facilities blend in with the surrounding area and do not disrupt the aesthetics of the City. Please see attached photos of existing small wireless facilities in Columbia. They are located on the tops of the poles in these photos.

The amendment to the Design Overlay District specifically permits small wireless facilities in the Overlay District, which is located along Knox Abbott Drive and 12<sup>th</sup> Street Extension. This amendment is being added to distinguish small wireless facilities from communication towers, which are not permitted in the Overlay District.

The Planning Commission met on June 18, 2018, to hear Public Comment about the suggested changes. One representative from AT&T was present at the meeting and answered several technical questions.

The Planning Commission voted on the requested text amendment at the planning commission meeting on June 18, 2018.

## **RECOMMENDATION**

The Planning Commission recommends Council approve First Reading of an Ordinance establishing the standards for the placement of small wireless facilities in covered areas in the City and for other purposes.

STATE OF SOUTH CAROLINA )  
 )  
COUNTY OF LEXINGTON )  
 )  
CITY OF CAYCE )

**ORDINANCE 2018-09**  
**AN ORDINANCE TO ESTABLISH THE**  
**STANDARDS FOR THE PLACEMENT OF**  
**SMALL WIRELESS FACILITIES IN**  
**COVERED AREAS IN THE CITY OF CAYCE,**  
**SOUTH CAROLINA; AND FOR OTHER**  
**PURPOSES**

**WHEREAS**, the City of Cayce (“City”) encourages wireless infrastructure investment and wishes to provide a fair and predictable process for the deployment of Small Wireless Facilities while managing Public Rights-of-Way in a manner that promotes the interests of the public health, safety and welfare; and,

**WHEREAS**, the City recognizes that Small Wireless Facilities including facilities commonly referred to as small cell and distributed antenna systems are critical to delivering wireless access to advanced technology, broadband, and 9-1-1 services to residences, businesses, and schools within the City; and,

**WHEREAS**, the City recognizes that Small Wireless Facilities together with high capacity transport medium such as fiber optic cabling may be effectively deployed in Public Rights-of-Way; and,

**WHEREAS**, this Ordinance is intended to grant municipal consent to use of Rights-of-Way and establish a standard application process to streamline the issuance of necessary permits in a manner that is not a barrier to competition, and does not unnecessarily delay the implementation and installation of Small Wireless Facilities,

**NOW, THEREFORE, BE IT ORDAINED BY THE MAYOR AND COUNCIL OF THE CITY OF CAYCE, SOUTH CAROLINA**, that City of Cayce the City of Cayce Zoning Ordinance, Chapter 42 of the City Code, is hereby amended:

(1) To amend Item 5 of Section 6.10-2 (“Permitted Uses“) to read:“5. Communication towers and antennas, with the exception of small wireless facilities as defined in Article 12 of the Zoning Ordinance; and

(2) To add a new Article 12 entitled “Standards for Placement of Small Wireless Facilities in Covered Areas,” to read:

## **Section 1. Definitions.**

The definitions contained in this section apply only to this Article of the Zoning Ordinance.

**“Antenna”** means communication equipment that transmits or receives electromagnetic radio frequency signals used in the provision of Wireless Services.

**“Applicable Codes”** means uniform building, energy, electrical, plumbing, mechanical, gas, and fire codes in Title 6, Chapter 9 of the South Carolina Code of Laws, local amendments to those codes authorized by state law, and local codes or ordinances which impose requirements defined in Section 5 of this Ordinance including objective design and concealment standards to regulate location, context, material, color, stealth and concealment standards on a uniform and nondiscriminatory basis.

**“Applicant”** means any person who submits an Application to a City and is a Wireless Services Provider or a Wireless Infrastructure Provider.

**“Application”** means a request submitted by an Applicant for a permit to (i) Collocate Small Wireless Facilities; or, (ii) construct, install, maintain, operate, replace or modify a Utility Pole or Wireless Support Structure.

**“Cable, Communications, Fiber or Electric Easement”** means an easement, granted to a cable or video service provider, a communications service provider (including without limitation a telephone utility), a fiber optics cable services provider, or an electric services provider created or authorized by state law to provide such services, that runs parallel to and abuts or within a Rights-of-Way and is occupied by existing Utility Poles or Wireless Support Structures carrying electric distribution lines, wires, cable, conduit, fiber optic cable for telecommunications, cable or electric service or supporting municipal street lights, or security lights. The term Cable, Communications, Fiber or Electric Easement excludes easements for service drops or lines connecting the customer’s premises to the cable, communications, fiber or electrical provider.

**“City-Owned Pole”** means (i) a Utility Pole owned or operated by the City in Covered Areas, including a Utility Pole that provides lighting or traffic control functions, or other law enforcement functions, including light poles, traffic signals, and structures for signage, and (ii) a pole or similar structure owned or operated by the City in a Covered Area that supports only Wireless Facilities. The term does not include a Utility Pole owned or operated by and accounted for as an asset of a municipal electric utility.

**“Collocate”** means to install, mount, maintain, modify, operate, or replace one or more Wireless Facilities on, under, within, or adjacent to an existing Wireless Support Structure or Utility Pole located in Covered Areas within the jurisdiction of the City. **“Collocation”** has a corresponding meaning.

**“Covered Areas”** means the surface of, and the space above and below, any public “Rights-of-Way,” “ROW,” “City Rights-of-Way,” “Public Rights-of-Way,” and/or “Cable, Communications, Fiber or Electric Easement” as those terms are defined herein.

**“Day”** means calendar day unless the last day for the City or an Applicant to take action under this Ordinance ends on a weekend, holiday, or time when all but City emergency services are closed due to weather or some unforeseen situation.

**“Decorative Pole”** means a Utility Pole specially designed and placed for aesthetic purposes and on which no appurtenances or attachments, other than specially designed informational or directional signage or a temporary holiday or special event attachments, have been placed or are permitted to be placed according to nondiscriminatory municipal practices.

**“Design District”** means an area that is zoned, or otherwise designated by municipal ordinance, and for which the City maintains and enforces unique design and aesthetic standards on a uniform and nondiscriminatory basis.

**“Fee”** means a one-time charge.

**“Historic District”** means an area that is zoned or otherwise designated as a Historic District under municipal, state or federal law and for which the City maintains and enforces unique design and aesthetic standards on a uniform and nondiscriminatory basis.

**“Micro Wireless Facility”** means a Small Wireless Facility that meets the following qualifications: (i) is not larger in dimension than 24 inches in length, 15 inches in width, and 12 inches in height; and, (ii) any exterior antenna is no longer than 11 inches.

**“Person”** means an individual, corporation, limited liability company, partnership, association, trust, or other entity or organization, including the City.

**“Rate”** means a recurring charge.

**“Rights-of-Way” or “ROW” or “City Rights-of-Way” or “Public Rights-of-Way”** means that area on, below, or above a public roadway, highway, street, sidewalk, alley dedicated to, managed or controlled by the City, County or the State of South Carolina, but not including a federal interstate highway, in the City.

**“Small Wireless Facility”** means a Wireless Facility that meets both of the following qualifications: (i) each antenna is located inside an enclosure of no more than six (6) cubic feet in volume, or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements could fit within an imaginary enclosure of not more than six (6) cubic feet; and (ii) all other wireless equipment associated with the facility is cumulatively no more than twenty-eight (28) cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meter, concealment elements, telecommunications demarcation box, ground-based enclosures, grounding equipment, power transfer switch, cut-off switch, and vertical cable runs for the connection of power and other services.

**“Transmission Pole”** means a pole or similar structure that is used in whole or in part to carry electric transmission (as opposed to distribution) lines.

**“Underground District”** means an area that is designated by ordinances, zoning regulations, state law, private deed restrictions, and other public or private restrictions, that prohibit installing above ground structures in a Covered Area and for which the City maintains and enforces standards on a uniform and nondiscriminatory basis.

**“Utility Pole”** means a pole or similar structure that is used in whole or in part for the purpose of carrying electric distribution lines or cables or wires for telecommunications, cable or electric service, or for lighting, traffic control devices, traffic control or directional signage, or a similar function regardless of ownership, including City-Owned Poles. Such term shall not include structures supporting only Wireless Facilities, nor shall it include Wireless Support Structures.

**“Wireless Facility”** means equipment at a fixed location that enables Wireless Services between user equipment and a communications network, including: (i) equipment associated with wireless communications; (ii) radio transceivers, Antennas, coaxial or fiber-optic cable, regular and backup power supplies, and comparable equipment, regardless of technological configuration. The term includes Small Wireless Facilities. The term does not include the structure or improvements on, under, or within which the equipment is Collocated, wireline backhaul facilities, coaxial or fiber optic cable that is between Wireless Support Structures or Utility Poles or coaxial or fiber optic cable that is otherwise not immediately adjacent to, or directly associated with, an Antenna.

**“Wireless Infrastructure Provider”** means any Person including a Person authorized to provide telecommunications service in the State, that builds, installs or maintains Utility Poles,

wireless communication transmission equipment, Wireless Facilities or Wireless Support Structures.

“*Wireless Services*” means any services provided using licensed or unlicensed spectrum, including the use of Wi-Fi, whether at a fixed location or mobile, delivered to the public using Wireless Facilities.

“*Wireless Services Provider*” means a Person who provides Wireless Services.

“*Wireless Support Structure*” means a freestanding structure, such as a monopole or, other existing or proposed structure designed to support or capable of supporting Wireless Facilities. Such term shall not include a Utility Pole.

## **Section 2. *Purpose and Scope.***

(a) The purpose of this Ordinance is to provide policies and procedures for the placement of Small Wireless Facilities in Covered Areas within the jurisdiction of the City.

(b) It is the intent of this Ordinance to establish uniform standards including, but not limited to:

- (i) Prevention of interference with the use of streets, sidewalks, alleys, parkways, traffic light poles or other light poles, and other public ways and places;
- (ii) Prevention of visual and physical obstructions and other conditions that are hazardous to vehicular and pedestrian traffic;
- (iii) Prevention of interference with other facilities and operations of facilities lawfully located in Covered Areas or public property;
- (iv) Preservation of the character of neighborhoods where facilities are installed;
- (v) Preservation of the character of historic structures, or historic neighborhoods, including but not limited to such structures or neighborhoods listed on the National Register of Historic Places or locally designated Historic Districts; and,
- (vi) Facilitation of the rapid deployment of Small Wireless Facilities to provide the citizens with the benefits of advanced Wireless Services.

## **Section 3. *Permitted Use; Application Process and Fees.***

- (a) **Permitted Use and Consent.** Collocation of a Small Wireless Facility on an existing Utility Pole or Wireless Support Structure, or a new or modified Utility Pole or Wireless Support Structure installed in a Covered Area shall be a permitted

use, except in supplemental review districts where such facilities are a conditional use, subject to administrative review, conditions and other requirements in Section 5. In accord with Article VIII, Section 15 of the State Constitution and related municipal code and ordinance provisions, the City consents to the use of Public Rights-of-Way by permit holders acting in compliance with this Ordinance.

(b) **Permit Required.** No person shall place a Small Wireless Facility in a Covered Area without first filing a Small Wireless Facility Application and obtaining a permit, except as otherwise provided in this Ordinance.

(c) **Permit Applications.** All Small Wireless Facility Applications filed pursuant to this Ordinance shall be on a form, paper or electronic, as required by the City. The Applicant may designate portions of its Application materials that it reasonably believes contain proprietary or confidential information as “proprietary” or “confidential” by clearly marking each page of such materials accordingly, and the City shall endeavor to protect materials so designated from public disclosure to the fullest extent permitted by state law.

(d) **Application Requirements.** The Small Wireless Facility permit Application shall be made by the Applicant , or its duly authorized representative as noted in a notarized statement from a Person with the Applicant with authority to make such an authorization, and shall contain the following:

- (i) The Applicant’s name, address, telephone number and e-mail address;
- (ii) Facility owner’s name, address, telephone number and email address, if different from Applicant;
- (iii) Intended facility use: owner operated or owner leased capacity;
- (iv) The names, addresses, telephone numbers, and e-mail addresses of all consultants, if any, acting on behalf of the Applicant with respect to the filing of the Application;
- (v) A general description of the proposed scope of work for the Collocation of the Small Wireless Facility. The scope and detail of such description shall be appropriate to the nature and character of the work to be performed, with special emphasis on those matters, including but not limited to sub-surface utilities, likely to be affected or impacted by the work proposed;

- (vi) Identification of any consultant that is acting on behalf of the Applicant and that is authorized to speak with the City, or a designee of the City, on the area of consultation for the Applicant even if the Applicant cannot be available;
  - (vii) Verification from an appropriate representative of the Applicant that the Small Wireless Facility shall comply with all Applicable Codes;
  - (viii) Verification of payment of the annual municipal consent or administrative fee for telecommunications companies to use Public Rights-of-Ways pursuant to Section 58-9-2230;
  - (ix) Verification of local business license, if applicable;
  - (x) Evidence the Applicant is duly authorized to do business in South Carolina;
  - (xi) Evidence the Applicant has received any necessary certificate of public convenience and necessity or other required authority from the South Carolina Public Service Commission or the Federal Communications Commission or evidence that it is not required;
  - (xii) A copy of an approved South Carolina Department of Transportation encroachment permit and all documents required by SCDOT as part of the encroachment permit application, if the proposed location is within a SCDOT Right-of-Way; and,
  - (xiii) If the proposed location is outside of a SCDOT Right-of-Way, a statement that the Applicant has a lease, attachment agreement or other authorization from the owner of the Utility Pole or structure proposed for Collocation.
- (e) **Routine Maintenance and Replacement.** An Application shall not be required for:
- (i) Routine maintenance;
  - (ii) The replacement of a Small Wireless Facility with another Small Wireless Facility that is substantially similar or smaller in size, weight, and height; or
  - (iii) The installation, placement, maintenance, operation, or replacement of Micro Wireless Facilities that are strung on cables between existing Utility Poles and/or Wireless Support Structures in compliance with the National Electrical Safety Code by a Wireless Services Provider or a Wireless Infrastructure Provider that is authorized to occupy the Public Rights-of-Way and that is remitting a consent, franchise, or administrative Fee pursuant to S.C. Code Ann. § 58-9-2230.

(f) **Information Updates.** Any amendment to information contained in a permit Application shall be submitted in writing to the City within ten (10) business days after the change necessitating the amendment.

(g) **Consolidated Application.** An Applicant seeking to Collocate multiple Small Wireless Facilities may, at the Applicant's discretion, file a consolidated Application and receive a single permit for up to twenty (20) Small Wireless Facilities. Provided, however, the City's denial of any site or sites within a single Application shall not affect other sites submitted in the same Application. The City shall grant a permit for any and all sites in a single Application that it does not deny subject to the requirements of this Section.

(h) **Application Fees.** Unless otherwise provided by law, and except as to telecommunication companies exempted pursuant to S.C. Code § 58-9-2230, all Applications for permits pursuant to this Ordinance shall be accompanied by a Fee of \$100.00 for each Small Wireless Facility, except that the Fee for Small Wireless Facilities addressed in a consolidated Application shall be \$100.00 each for the first five Small Wireless Facilities and \$50.00 for each additional Small Wireless Facility up to a maximum of twenty (20) Small Wireless Facilities. For clarity, any Applicant that pays either a franchise, consent Fee, or administrative Fee pursuant to the requirements of S.C. Code § 58-9-2230 shall not be required to pay any building permit Fee, zoning permit Fee, encroachment Fee, degradation Fee, or any other Fee assessed on a telecommunications provider for its occupation of or work within the ROW.

(i) **Interference with Public Safety Equipment.** A Small Wireless Facility shall be operated and maintained in a manner that does not interfere with public safety (police, traffic control, fire and emergency services) equipment.

#### **Section 4. Action on Permit Application.**

(a) **Review of Small Wireless Facility Applications.** The City shall review the Application for a Small Wireless Facility permit for conformity with applicable requirements of this Ordinance, and shall issue a permit on nondiscriminatory terms and conditions subject to the following requirements:

(i) Within ten (10) days of receiving an Application, the City must determine and notify the Applicant whether the Application is complete; or if an Application is incomplete, the City must specifically identify the missing information.

(ii) Make its final decision to approve or deny the Application within sixty (60) days of submission of a completed Application .

(iii) Notify the Applicant in writing of its final decision, and if the Application is denied, specify the basis for a denial, including citations to federal, state or local code provisions and/or statutes on which the denial was based.

(iv) Notwithstanding an initial denial, the Applicant may cure the deficiencies identified by the City and resubmit the Application within thirty (30) days of the denial, and the City shall approve or deny the revised Application within thirty (30) days of receipt of it. The subsequent review by the City shall be limited to the deficiencies cited in the original denial.

(b) **Review Deadline.** If the City fails to act on an Application within the sixty (60) day review period (or within the thirty (30) day review period for an amended Application), the Applicant may provide notice that the time period for acting has lapsed and the Application is then deemed approved.

(c) **Review of Eligible Facilities Requests.** Notwithstanding any other provisions of this Ordinance, the City shall approve and may not deny Applications that constitute eligible facilities requests for modification of an eligible support structure that does not substantially change the physical dimensions of such structure as provided in 47 CFR 1.40001, within sixty (60) days according to the procedures established under 47 CFR 1.40001(c).

(d) **Compensation.** Subject to the limitations set forth in Section 3(h) herein, every permit shall include as a condition the Applicant's agreement to pay such lawful franchise Fees, business license taxes, administrative Fees and consent Fees as are permitted under applicable South Carolina and federal law. The Applicant shall also pay all applicable ad valorem taxes, service Fees, sales taxes, or other taxes and Fees as may now or hereafter be lawfully imposed on other businesses within the City.

## **Section 5. *Requirements for Small Wireless Facilities in Covered Areas.***

(a) **Administrative Review.** The City shall perform an administrative review of permit Applications including the location or installation of new, modified, or replacement Utility Poles and/or Wireless Support Structures and the attachment of Wireless Facilities and equipment on

Utility Poles or Wireless Support Structures. Review factors, in addition to location, shall include the size, shape, color, texture, and materials of the structures and attachments.

(i) Wireless Facilities shall be designed to not be significantly more readily apparent or plainly visible (to a reasonable person of ordinary sensibilities) from Covered Areas than existing utility structures, poles and equipment located within five hundred (500) linear feet on the same Covered Area as the subject Utility Pole or Wireless Support Structure.

(ii) Where Small Wireless Facilities are determined to be appropriate, the use of reasonable stealth and concealment treatments, low profile equipment and control boxes, and screening shall be required to avoid significant negative impacts on the character and visual aesthetics of the area. However, such requirements may be waived by the City upon a showing that the particular location of a Small Wireless Facility does not warrant stealth or concealment treatments or imposes an excessive expense. The waiver shall be granted or denied within forty-five (45) days after the date of the request.

(iii) Supplemental review districts identified in Section 5(c) and listed in Appendix A may be subject to a higher level of review.

(b) **Maximum Height of Permitted Use.**

(i) The height of an Antenna of a Collocated Small Wireless Facility shall be limited to the greater of ten (10) feet above (a) the height of an existing or modified Utility Pole or Wireless Support Structure; or (b) the height of a new Utility Pole or Wireless Support Structure as provided in (ii) below.

(ii) The height of a new or modified Utility Pole, or Wireless Support Structure is limited to the greater of (a) the tallest Utility Pole, excluding Transmission Poles, or Wireless Support Structure located in the same Covered Area, measured from grade, in place within five hundred (500) linear feet on the same Covered Area as the subject Utility Pole or Wireless Support Structure as of the effective date of this Ordinance; or (b) in the absence of any such Utility Pole or Wireless Support Structure, either (i) forty (40) feet in any area zoned exclusively for single family residential use, unless a waiver is granted for good cause shown, or (ii) fifty (50) feet in any other area.

(iii) Collocation is not allowed on a Decorative Pole less than twenty (20) feet in height.

(c) **Supplemental Review Districts.** Collocated Small Wireless Facilities and new or modified Utility Poles or Wireless Support Structures located in supplemental review districts shall be a conditional use and subject to the design and aesthetic requirements and review processes for structures specified in Zoning Ordinance Section 6.10 establishing the supplemental review district(s) in addition to the requirement of this Article, provided that the City will work in good faith with the Applicant to accommodate the installation of Collocated Small Wireless Facilities and new or modified Utility Poles or Wireless Support Structures in supplemental review districts to the fullest extent practicable. The City reserves its right to maintain and implement the following types of supplemental review districts.

(i) **Underground Districts.** A Wireless Services Provider or a Wireless Infrastructure Provider shall comply with nondiscriminatory requirements that prohibit electric utilities, telecommunications or cable providers from installing above-ground structures in the Covered Area in these districts. Nothing in this section shall prohibit the use or replacement of existing Utility Poles or Wireless Support Structures in Underground Districts for the Collocation of Small Wireless Facilities subject to administrative review by the zoning administrator, appropriate design and concealment and a finding that such use does not increase the height by more than three (3) feet.

(ii) **Historic and Design Districts.** As a condition for approval of new Small Wireless Facilities or new Wireless Support Structure in a Historic District or a Design District, the City requires that a Wireless Services Provider or a Wireless Infrastructure Provider comply with the design and aesthetic standards of the Historic District or Design District to minimize the impact to the aesthetics in a Historic District or on a Design District's Decorative Poles. If design and concealment treatments are determined on review by the City to be insufficient to mitigate harm to the Historic District or Design District, the Application may be denied.

This section may not be construed to limit a municipality's authority to enforce historic preservation zoning regulations consistent with the preservation of local zoning authority under 47 U.S.C. Section 332(c)(7), the requirements for facility modifications under 47 U.S.C. Section 1455(a), or the National Historic Preservation Act of 1966 (54 U.S.C. Section 300101 et seq.), and the regulations adopted to implement those laws.

(d) **Appeals, Special Exceptions and Variance Requirements.** Appeals of administrative decisions and requests for special exceptions and variances from the provisions of this Ordinance, when strict application would result in an unnecessary hardship or in the inability to deploy needed Small Wireless Facilities, shall be heard and decided by the Board of Zoning Appeals or equivalent board for architectural, design or historical district reviews. An applicant seeking a Special Exception to construct a new Decorative Pole, Utility Pole or other Wireless Support Structure to Collocate a Small Wireless Facility in an Underground District shall demonstrate, including certification through an engineer, that it has diligently attempted to locate the proposed Decorative Pole, Utility Pole, Wireless Support Structure, or Small Wireless Facility outside of the Underground District and that placement of the Decorative Pole, Utility Pole, Wireless Support Structure, or Small Wireless Facility within the Underground District is necessary to provide the needed wireless coverage or capacity, and one or more of the following conditions exist supporting a Special Exception:

- (i) No existing Utility Pole or Wireless Support Structure is located within the location search radius or to the extent a Utility Pole or Wireless Support Structure is located within the search radius, such Utility Pole or Wireless Support Structure:
  - a. Is not available for Collocation under commercially reasonable rates, terms, and conditions;
  - b. Cannot accommodate the Collocation of the Small Wireless Facility and meet the technical requirements necessary to deliver adequate wireless service coverage or capacity; or
  - c. Would require modifications exceeding the three (3) feet height limitation imposed in section 5(c)(i).
- (ii) The only available option to deliver adequate wireless service coverage or capacity in the search radius requires modifications to an existing Utility Pole or Wireless Support Structure exceeding the three (3) feet height limitation imposed

in section 5(c)(i) or the installation of a new Utility Pole or Wireless Support Structure for Collocation of a Small Wireless Facility, or

(iii) The applicant has demonstrated other circumstances that, in the reasonable discretion of the [board, etc.], warrant a special exception or variance.

The Applicant shall abide by the design, stealth and concealment treatments imposed as conditions of the special exception.

(e) **Existing Supplemental Review Districts.** Supplemental review districts approved by the City as of the effective date of this Ordinance are listed in Appendix A. The Code provisions authorizing the district, applicable design guidelines or manual, review authority and appeal jurisdiction are specified in Appendix A. Nothing in this Ordinance shall prohibit or otherwise limit the City from establishing additional supplemental review districts, provided however, that facilities and structures for which a permit was approved or deemed approved pursuant to this Ordinance prior to the establishment of the additional supplemental review district remain subject to the provisions of this Ordinance, including routine maintenance and replacement of those facilities and structures as set out in Section 3(e)(i) and (ii) of this Ordinance, and not to any provisions otherwise applicable to the additional supplemental review district. If a Wireless Services Provider or a Wireless Infrastructure Provider voluntarily replaces such facilities in a manner that does not comply with Section 3(e)(ii) of this Ordinance, or if a Wireless Services Provider or a Wireless Infrastructure Provider voluntarily relocates such facilities, such replacement or relocation is subject to the then-existing provisions and requirements of the additional supplemental review district.

(f) **Repair of Damage.** A Wireless Services Provider or a Wireless Infrastructure Provider shall repair all damage to a City Right-of-Way directly caused by the activities of the Wireless Services Provider or the Wireless Infrastructure Provider, while occupying, installing, repairing, or maintaining Wireless Facilities, Wireless Support Structures, City Utility Poles, or Utility Poles and to return the Right-of-Way to its functional equivalence before the damage. If the Wireless Services Provider or the Wireless Infrastructure Provider fails to make the repairs required by the City within forty-five (45) days after written notice, unless the City and the Wireless Services Provider or the Wireless Infrastructure Provider agree in writing to a longer time period, the City may undertake those repairs and charge the applicable party the reasonable and documented cost of the repairs. The City may maintain an action to recover the costs of the repairs.

(g) **Design Standards.** The purpose of the design standards is to promote cleanly organized and streamlined facilities using the smallest and least intrusive means available to provide wireless services to the community. All Wireless Facilities in the covered area shall comply with all applicable provisions in this Article. In the event that any other law, regulation, or code requires any more restrictive structural design and/or construction requirements, the most restrictive requirement will control. All Small Wireless Facilities (“SWF’s”) shall

- (i) emulate an architectural or landscape feature typical of, or appropriate to, the surrounding area;
- (ii) complement the style, height, bulk mass, material and color of existing buildings, structures, vegetation, or uses within the surrounding area;
- (iii) preserve existing vegetation and scenic view sheds;
- (iv) respect existing topography, including minimizing the extent to which the proposed SWF’s would be a dominant feature upon a hill, crest, ridgeline, or other topographical high point;
- (v) conceal internally all wiring and antenna equipment
- (vi) match color of SWF equipment with existing poles, buildings, and background; and
- (vii) use decorative metal or fiberglass supports consistent with redevelopment or aesthetic efforts in the area.

**Section 6. *Effect of Permit.***

(a) **Authority Granted: No Property Right or Other Interest Created.** A permit from the City authorizes an Applicant to undertake only certain activities in accordance with the Ordinance, and does not create a property right or grant any authority whatsoever to the Applicant to impinge upon the rights of others who may already have an interest in the Covered Area.

(b) **Duration.** Unless construction has actually begun and is diligently pursued to completion at that point, no permit for construction issued under this Ordinance shall be valid for a period longer than twelve (12) months unless both City and Applicant agree to a reasonable extension and all required Fees are paid for the term regardless of construction. The inability of the Applicant to obtain electrical power or backhaul transport services to serve the Wireless Facility such that it is operational within the twelve (12) months due to the action or inaction of third-party utility providers shall not result in the invalidity of the permit.

**Section 7. Removal, Relocation or Modification of a Small Wireless Facility in the ROW.**

(a) **Notice.** Within ninety (90) days following written notice from the City, a Wireless Services Provider or a Wireless Infrastructure Provider shall, at its own expense, protect, support, temporarily or permanently disconnect, remove, relocate, change or alter the position of any Wireless Facilities or Wireless Support Structures within the Rights-of-Way whenever the City, in its reasonable discretion, has determined that such removal, relocation, change or alteration, is reasonably necessary for the construction, repair, maintenance, or installation of any City improvement in or upon, or the operations of the City in or upon, the Rights-of-Way.

(b) **Emergency Removal or Relocation of Facilities.** The City retains the right to cut or move any Wireless Facility or Wireless Support Structure located within its Rights-of-Way as the City, in its reasonable discretion, may determine to be necessary, appropriate, or useful in response to any public health or safety emergency. If circumstances permit, the City shall notify the Wireless Services Provider or the Wireless Infrastructure Provider and provide opportunity to move its own Wireless Facilities or Wireless Support Structure prior to the City cutting or removing a Wireless Facility or Wireless Support Structure and the City shall notify the Wireless Services Provider or the Wireless Infrastructure Provider after cutting or removing a Wireless Facility.

(c) **Abandonment of Facilities.** Upon abandonment of a Wireless Facility or Wireless Support Structure within the City Rights-of-Way, the Wireless Services Provider or the Wireless Infrastructure Provider shall notify the City within ninety (90) days of such abandonment. Following receipt of such notice the City may direct the Wireless Services Provider or the Wireless Infrastructure Provider to remove all or any portion of the Wireless Facility or Wireless Support Structure if the City, in its sole discretion, determines that such removal will be in the best interests of the public health, safety, and welfare.

(d) **Abandonment by Inaction.** At any point when a Wireless Services Provider or a Wireless Infrastructure Provider fails to pay any required Fee, or annual payment to the City, and fails to respond within sixty (60) days to a written inquiry from the City as to whether the Wireless Services Provider or the Wireless Infrastructure Provider intends to continue to operate a Wireless Facility or Wireless Support Structure, for whatever reason, the Wireless Facility shall be deemed abandoned and the City may, at its sole option, remove all or any portion of the Wireless Facility

or Wireless Support Structure, or take other action as authorized by law, including recovery of actual costs incurred in removing the Wireless Facility or Wireless Support Structure.

**Section 8. Attachment to City-Owned Utility Poles in the Covered Areas.**

(a) **Annual Rate.** The rate to place a Small Wireless Facility on a City-Owned Pole in Covered Areas shall be fifty (\$50.00) dollars per year per wooden pole or two hundred (\$200.00) dollars per year for all other City-Owned Poles. This rate is in addition to reimbursement to the City for any expenses for make-ready work. The City reserves the right to require a pole attachment agreement to further define the terms and conditions of attachments to City-Owned Poles. The rates specified in this section shall not apply to poles owned, or operated and accounted for as an asset of, a municipal electric utility.

(b) **Cease Payment.** A Wireless Services Provider or a Wireless Infrastructure Provider is authorized to remove its facilities at any time from a City-Owned Pole in Covered Areas and cease paying the annual rate to the City as of the next due date for payment following the removal.

(c) **Make-Ready.** For City-owned Utility Poles in Covered Areas, the Applicant shall reimburse the City for expenses for any reasonable make-ready work. The City shall provide a good faith estimate for any make-ready work necessary to enable the pole to support the requested Small Wireless Facility, including pole replacement if necessary, within sixty (60) days after receipt of a completed request. Make-ready work including any pole replacement shall be completed within sixty (60) days of written acceptance of the good faith estimate by the Wireless Services Provider or the Wireless Infrastructure Provider.

(d) **Municipal Utilities Excluded.** Nothing in this section shall be construed to affect the authority of a municipal electric utility to deny, limit, restrict, or determine the rates, Fees, terms, and conditions for the use of or attachment to a Utility Pole owned, or operated and accounted for as an asset of, a municipal electric utility.

**Section 9. Severability.**

In the event any title, subtitle, section, subsection, subdivision, paragraph, subparagraph, item, sentence, clause, phrase, or work of this Ordinance is declared or adjudged to be invalid or unconstitutional, such declaration or adjudication shall not affect the remaining portions of the Ordinance which shall remain in full force and effect as if the portion so declared or adjudged invalid or unconstitutional was not originally a part of this Ordinance.

Appendix A: See Section 6.10 (“Design Overlay District”).

This Ordinance shall be effective from the date of second reading approval by Council.

**DONE IN MEETING DULY ASSEMBLED**, this \_\_\_\_\_ day of \_\_\_\_\_ 2018.

\_\_\_\_\_  
Elise Partin, Mayor

Attest:

\_\_\_\_\_  
Mendy Corder, CMC, Municipal Clerk

First Reading: \_\_\_\_\_

Second Reading and Adoption: \_\_\_\_\_

Approved as to form: \_\_\_\_\_  
Danny C. Crowe, City Attorney





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**CITY OF CAYCE  
EVENTS COMMITTEE MEETING MINUTES  
Council Chambers  
March 8, 2018**

**Present:** Danny Creamer, Maxine Creamer, Sarah Donnelley, Cindy Pedersen, Rachel Scurry, and Adaylia Stark

**Absent, Excused:** Dave Capps, Brenda Cole, Frankie Newman and Robert Myers

**Guest:** Vi'Dual Futch

**City Representatives Present:** James Denny and Katinia Taylor

Chairperson Danny Creamer called the meeting to order. The minutes of the February 8, 2018 meeting were reviewed and approved as written.

Chairperson Creamer welcomed Mr. Futch, a potential committee member. Chairperson Creamer briefed Mr. Futch on the Committee's three primary events.

**Spring Nature Walk with Dr. Mancke – Saturday, April 7, 2018**

**Budget: \$500. Dr. Mancke's Fee: \$200**

Dr. Mancke will lead the event from the Timmerman Trail near the Cayce Tennis Center. Parking is available beside the Otarre Point Apartments. Volunteers to assist with the 10 am tour are Danny Creamer, Sarah Donnelley, and Rachel Scurry. Volunteers to assist with the 1 pm tour are Danny Creamer, Dave Capps, and Cindy Pedersen.

Katinia Taylor will order directional signs for the event. Placement for the signs was discussed and will be finalized prior to the event. Items and ideas for the grab bags and refreshments were discussed.

**Cayce's Music Festival Ideas**

The Subcommittee suggested that the Festival be held at Granby Gardens Park on Saturday, October 20, 2018. It was suggested that the format include a single stage with four bands performing one set each.

Sarah Donnelley suggested that King Vulture Band be one of the participants. Their lead singer is a teacher at Brookland-Cayce High School. Perhaps, the line-up could include

bluegrass, alternative, country, and jazz performers that will appeal to our diverse community. The Subcommittee will meet again to discuss and refine their ideas.

Mrs. Taylor reported that the budget carryover was approximately \$7300 for this event. The approved H-Tax is \$20,000. Sponsorships should net between \$5,000 and \$10,000.

### **Committee Events Funding Requests**

Council has approved H-Tax requests for the proposed Music Festival of \$20,000 and Christmas in Cayce of \$14,000 (Carols portion -- \$4,000).

The Committee recommends the A-Tax requests as follows:

Proposed Music Festival -- \$20,000

Christmas in Cayce -- \$8,000

Nature Tours -- \$500

*Cindy Pedersen made a motion to request A-Tax funds as outlined. Sarah Donnelley seconded, and the motion passed.*

### **Christmas in Cayce – 2018**

#### **New or Refurbished Displays**

The City Representatives recommended that existing snowflakes be refurbished instead of replaced. Approximately \$12,000 in carryover funds is available for this project. If the boat is refurbished, an additional \$4,000 to \$5,000 of expenses will be incurred.

*Maxine Creamer made a motion to refurbish the decorations. Sarah Donnelley seconded, and the motion passed.*

There being no further business, the meeting was adjourned.

Respectfully submitted,

*Rachel R. Scurry*

THE HOUSING AUTHORITY OF THE CITY OF CAYCE, S.C.  
April 10, 2018

The Board of Commissioners of The Housing Authority of the City of Cayce, S.C. convened at 5:11 P.M., Tuesday, April 10, 2018 in Cayce City Hall.

The Chairman called the meeting to order and upon roll call, those present and absent were as follows:

PRESENT: Jack L. Sightler, Jr., Chairman  
Bruce Smith, Chair-Elect  
Cheryl Seymour, Commissioner  
Silvia Sullivan, Commissioner  
Gilbert Walker, Secretary

ABSENT: Ed Landry, Commissioner

STAFF: Howard Thomas, Lee McRoberts, Latoya Nix, Nancy Stoudenmire, Ramonda Pollard, Angel Cruz

Mr. Smith opened with a prayer.

Mr. Sightler delivered the Oath of Office to Ms. Seymour and welcomed her to the Board.

Upon motion of Ms. Sullivan, seconded by Mr. Smith the minutes of the regular and annual meetings held February 20, 2018 were unanimously approved.

Ms. Nix gave the Operations Report for February, March and April. She stated that 3 accounts in February and 2 in March were sent to the Magistrate, there were none sent in April, there were 3 accounts over thirty days old in March and 1 in April, 21 work orders were received in February, 20 received in March and 1 in April, all were completed. No emergency work orders were received.

Chief Cruz gave a briefing on security. There were 5 reports for the previous period. Police responded to a call regarding a vicious dog at 1421 Poplar and ultimately had to shoot and kill the animal. The remaining 4 reports were all related to a domestic situation between an ex-boyfriend and his former girlfriend on Poplar Street. Ms. Nix has met with the tenant and will most likely pursue eviction. There was a general discussion regarding the situation, Ms. Sullivan asked if staff could be more lenient given it involved domestic violence, Ms. Nix said that if the tenant is willing to cooperate with the investigation, that is a possibility.

Ms. Baker presented the 2017/2018 financial audit. It was a strong report with no findings and showed a net income of \$77,000 for the year. Cayce has approximately \$783,000 on hand currently.

HUD funds the Authority with operating subsidy and capital funds, all of those funds have been expended per regulations within the time frame allotted. Ms. Baker directed everyone to review the management discussion and analysis in the audit for specific details on accounts and programs.

Mrs. Stoudenmire presented the 2018 – 2019 Agency Plan. Staff has been working on the plan all year long and will submit by April 15, 2018 per HUD guidelines.

Cayce is a High Performing PHA with an inventory of 41 units. There are 12 1 bedroom units, 12 2 bedroom units, 13 3 bedrooms and 4 4 bedroom units.

There are currently 4,899 applications are currently on file for Cayce, which is up significantly from last year; applications were accepted one day a month from August, 2017 to January of this year. One and two bedroom units are the most requested.

There were no changes to the Admissions and Continued Occupancy Policy this year.

The Cayce Housing Authority operates on a \$265,339 annual budget comprised of operating subsidy from HUD, capital funds and rent collection. Rent calculation did not change; rents are still based on the 30% rule or 10% of non-adjusted income. Flat rents remained at \$50 and flat rents are 80% of the fair market value.

Several residents in Cayce have achieved homeownership and staff is currently working with other families who wish to purchase homes.

Incident reports decreased to only 8 in the previous year versus 32 in 2016. Staff continues to work closely with local law enforcement.

The Violence Against Women Act was changed to clarify definitions, time periods and included sexual assault; the policy will now also cover such as HOPWA and homeless programs. VAWA was also updated to include transfer requests. The Columbia Housing Authority will approve the new VAWA policy and by default it will become policy for Cayce.

Goals and objectives for the Agency are increasing the number of affordable housing units in the community, promoting self-sufficiency of the residents and ensuring fair housing for all citizens.

The possible disposition of the 2 acres at Spencer Place was included in case an opportunity arises to develop that land. RAD was explored but decided not to be a benefit to Cayce, it remains in the plan in case there is a change in regulations making it more attractive. The issuance of project based vouchers was also included as a possible new activity, staff is currently looking at a possible project involving the use of this program for the construction of new units at Spencer Place utilizing project based vouchers in the Veterans Assisted Supported Housing (VASH) program.

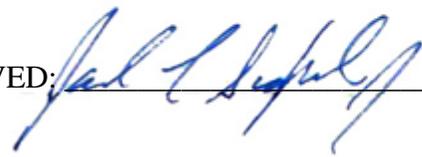
All certifications required to be submitted with the plan have been completed. The Resident Advisory Board met on April 5, 2018 and was received the Plan favorably.

Upon motion of Ms. Sullivan, seconded by Mr. Smith, the Annual Plan was unanimously approved.

Mr. Walker introduced Mrs. Ramonda Pollard, Director of the Housing Choice Voucher program, and said she will be administering the VASH program at Spencer Place once it is complete. Mr. Sightler asked that the dimensions of the land at Spencer Place be provided during the next meeting.

There being no additional business, the meeting adjourned at 6:15 pm.

  
Secretary

APPROVED: 



**APPROVED MINUTES  
PLANNING COMMISSION  
CAYCE MUSEUM VISITORS CENTER  
1800 12<sup>TH</sup> STREET, CAYCE SC  
Monday, May 21, 2018  
6:00 PM**

**I. CALL TO ORDER**

The meeting was called to order at 6:00 P.M. by Chair Ed Fuson. Members present were Butch Broehm, John Raley, Chris Jordan, and Robert Power. Maudra Brown and Chris Kueny were absent excused. Staff present were Carroll Williamson and Monique Ocean.

**II. APPROVAL OF MINUTES**

Mr. Raley made a motion to approve the minutes for the March 19, 2018, meeting. Mr. Broehm seconded the motion. All were in favor.

**III. STATEMENT OF NOTIFICATION**

Mr. Fuson asked if the public and media were informed of the public hearing. Ms. Ocean confirmed that everyone had been notified.

**PUBLIC HEARING – Map Amendment No. 001-18**

A request by the owner for a zoning change from Office and Institutional (C-1) to General Residential (RG-2). The properties are located at 1328 Poplar Street (TMS 005765-03-002) and Poplar Street (TMS 005765-03-001).

**a. Opening Statement**

Mr. Williamson began by displaying a map to indicate the location of the re-zoning request. Mr. Williamson explained that the subject properties were surrounded by C-1 zoning districts as well as RG-2 zoning districts. Mr. Williamson stated the re-zoning request was compatible with the rules on re-zoning requests and the Future Land Use Map. Ms. Teresa Riley came forward as the applicant to discuss her rezoning request. Ms. Riley stated she inherited the properties and she would like for them to be residential use. Mr. Williamson explained to the Commission that the current zoning will not allow residential use.

**b. Public Testimony**

Mr. Dale Halacka came before the Commission to inquire about any effect the zoning change might have on his nearby property and the rest of the street. Mr. Halacka was informed that the request would not affect any other properties. No one else spoke in relation to the re-zoning request.

**c. Adjourn Hearing**

With no further discussions, the public hearing was closed.

**IV. MOTION – Map Amendment No. 001-18**

Mr. Jordan made a motion to recommend the rezoning request to Council for approval. Mr. Raley seconded the motion. All were in favor.

**V. OTHER BUSINESS**

Mr. Williamson informed the Commission that requests for small wireless facilities were becoming the new trend in zoning. He stated that Staff was working on an ordinance that would cover small wireless facilities. Mr. Williamson showed pictures to give examples of how the small wireless facilities would likely be inconspicuous. Mr. Williamson responded to questions from the Commission including right-of-way requirements, design standards, and Staff review of applications. Mr. Williamson expressed that he would like to have a draft ready by the next meeting.

**VI. ADJOURNMENT**

With no further discussion, Mr. Jordan made a motion to adjourn. Mr. Raley seconded the motion. All were in favor.

**A quorum of Council may be present.  
No discussion or action on the part of Council will be taken.**