

**CITY OF TRAVELERS REST  
COUNCIL COMMITTEE MEETING AGENDA  
Monday, August 7, 2023, 5:00 p.m.  
City Hall Council Chambers**

Please join us at City Hall in Council Chambers or on our YouTube Channel at  
<https://www.youtube.com/channel/UCyau-beS3wyxOv1drMCpGMw>

- 1. Call to Order** Mayor Brandy Amidon
- 2. Proclamation Cindy Murphy-Orr**
- 3. Public Works Committee**  
*Members: Shaniece Criss, Lisa Lane, and Sherry Marrah*
  - a. Roll Call by Chair Criss
  - b. Approval of July 10, 2023, Public Works Committee minutes
  - c. Review Public Works Report for June
- 4. Public Safety Committee**  
*Members: Kelly Byers, Grant Bumgarner, Shaniece Criss, Wayne McCall, and Brantly Vest*
  - a. Roll Call by Chair Byers
  - b. Approval of July 10, 2023, Public Safety Committee minutes
  - c. Review Public Safety Reports for June
    - Police Department
    - Fire Department
    - Building Department
    - Municipal Court
- 5. Planning & Development Committee**  
*Members: Brantly Vest, Grant Bumgarner, Kelly Byers, Shaniece Criss, and Wayne McCall*
  - a. Roll Call by Chair Vest
  - b. Approval of July 10, 2023, Planning & Development Committee minutes

- c. Review of Planning & Development Report for June

**6. Ways & Means Committee**

*Members: Grant Bumgarner, Kelly Byers, Shaniece Criss, Rick Floyd, and Brantly Vest*

- a. Roll Call by Chair Bumgarner
- b. Approval of July 10, 2023, Ways & Means Committee minutes

**7. Old Business**

- a. None

**8. New Business**

- a. None

**9. Miscellaneous Matters**

- a. Administrative Update

**10. Adjournment** Mayor Brandy Amidon

### **Council Committee Meeting Minutes**

**Monday, July 10, 2023**

**5:00 p.m.**

**Council Chambers, City Hall**

**Council Present:** Mayor, Brandy Amidon; Mayor Pro Tempore, Rick Floyd; Councilmembers Grant Bumgarner, Kelly Byers, Shaniece Criss, Lisa Lane, Sherry Marrah, Wayne McCall, and Brantly Vest

**Staff Present:** Eric Vinson, City Administrator; Amanda Connolly, City Clerk; Greg Robertson, Fire Chief; Ben Ford, Police Chief; Mike Forman, Planning Director; and Phillip Tate, Public Works Director

#### **1. Call to Order**

Mayor Amidon called the meeting to order at 5:00 p.m.

#### **2. Public Works Committee**

***Members: Shaniece Criss (Chair), Lisa Lane, and Sherry Marrah***

- a. Chair Criss called the meeting to order by roll call.
- b. Committee member Lane made a motion to approve the minutes from the Public Works Committee meeting held on June 5, 2023. The motion was seconded by Committee member Marrah.
- c. The Committee reviewed the Public Works Report for June. Discussions included blue bin recycling pickup, sunshades installation at Adventure Park, installing cameras at Athens Park, pressure washing sidewalks on Main Street, the septic tank letters mailed to the appropriate residents, and David Garland becoming a full-time employee. Director Tate will report back with an update on the number of residents who have signed up for Ever Green recycling.
- d. Committee member Marrah made a motion to adjourn the meeting and Committee member Lane seconded the motion.

#### **3. Public Safety Committee**

***Members: Kelly Byers (Chair), Grant Bumgarner, Shaniece Criss, Wayne McCall, and Brantly Vest***

- a. Chair Byers called the meeting to order by roll call.

- b. Committee member Criss made a motion to approve minutes from the Public Safety Committee meeting held on June 5, 2023. The motion was seconded by Committee member Vest.
- c. The Committee reviewed the Public Safety Report for June. Police Chief Ford noted that the motor vehicle collisions with injury are down from last year and the department is trying to fulfill two full-time police officer positions. Fire Chief Robertson welcomed back Captain Mac from leave, the department retained the Fire Safe Community Certification, and new fire gear was purchased with the V-Safe Grant received earlier in the year. The Building Department and Municipal Court had no further business to report.
- d. Administrator Vinson presented the Thirteenth Circuit Public Defender Agreement to the Committee. This agreement allows for cities within Greenville County to have a dedicated public defender. Discussions included the fee, opting in/out of the agreement, the average number of cases in a year, and how the agreement will benefit the city. The City Administrator recommended the city's participation in the program.

Committee member Vest made a motion to move the agreement forward to full Council. Committee member Bumgarner seconded the motion.

- e. Committee member Bumgarner made a motion to adjourn the meeting and Committee member Vest seconded the motion.

#### **4. Planning & Development Committee**

***Members: Brantly Vest (Chair), Grant Bumgarner, Kelly Byers, Shaniece Criss, and Wayne McCall***

- a. Chair Vest called the meeting to order by roll call.
- b. Committee member Bumgarner made a motion to approve minutes from Planning & Development Committee meeting held on June 5, 2023. The motion was seconded by Committee member Criss.
- c. The Committee reviewed the Planning & Development Report for June. Director Forman noted the increased usage of the Swamp Rabbit Trail. He also reviewed the population and housing data from the Comp Plan, highlighting the increased population, which includes Furman University. Committee member Criss requested the data be presented without the Furman numbers. Committee member McCall questioned the business model of the Hawkins Park subdivision. An explanation was given by Administrator Vinson.
- d. Committee member Bumgarner made a motion to adjourn the meeting and Committee member Byers seconded the motion.

#### **5. Ways & Means Committee**

***Members: Grant Bumgarner (Chair), Kelly Byers, Shaniece Criss, Rick Floyd, and Brantly Vest***

- a. Chair Bumgarner called the meeting to order by roll call.

- b. Committee member Floyd made a motion to approve minutes from Ways & Means Committee meeting held on June 5, 2023. The motion was seconded by Committee member Vest.
- c. There being no business to discuss, Committee member Floyd made a motion to adjourn the meeting and Committee member Byers seconded the motion.

## **6. Old Business**

- a. None

## **7. New Business**

- a. None

## **8. Miscellaneous Matters**

- a. The city has a follow-up meeting at the beginning of August with Furman University regarding the Fire Services Agreement.
- b. The TRHS billboard on Main Street is scheduled for removal.
- c. Administrator Vinson welcomed back Captain Mac from his leave.
- d. The Public Works department is waiting on picnic tables for Adventure Park. We will finalize the additional equipment order in the coming week.
- e. David Garland has joined the Public Works department as a full-time employee and our intern Abe Evans has joined the department as a part-time employee.
- f. Municipal Election filing opens at noon on Monday, July 17<sup>th</sup> for Travelers Rest city council seats and will close at noon on Tuesday, August 15<sup>th</sup>. Councilmember Floyd asked that the election sign policy be given to candidates when they submit their Notice of Filing.
- g. City of Fort Oglethorpe, GA will be visiting TR on Thursday, July 13<sup>th</sup> to acquire ideas for revitalizing their town.

## **9. Executive Session**

- a. Mayor Amidon made a motion to go into Executive Session under S.C. Code §30-4-70, subsection (a)(1) to discuss the Administrator Review. Councilmember Floyd seconded the motion.

With no further discussions, Councilmember Lane made the motion to return from Executive Session at 7:26 p.m. Councilmember Marrah seconded the motion, which carried unanimously. No action was taken during the Executive Session.

## 10. Adjournment

There being no further business before the Council Committee, Councilmember McCall made a motion to adjourn. Councilmember Bumgarner seconded the motion, which carried unanimously.

Mayor Amidon adjourned the meeting at 7:30 p.m.

\_\_\_\_\_ Brandy Amidon, Mayor

Completed by \_\_\_\_\_ Amanda Connolly, City Clerk

\_\_\_\_\_ Eric Vinson, City Administrator

# *July*

## *Downtown Safety Report*

### **MAIN STREET**

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	36	64
Other Moving Violations	25	29

### **N. POINSETT HIGHWAY**

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	4	12
Other Moving Violations	3	6

### **CENTER STREET**

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	1	0
Other Moving Violations	0	2

### **MCELHANEY ROAD**

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	1	2
Other Moving Violations	0	1

### **WILLIAMS ROAD**

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	0	0
Other Moving Violations	0	0

# July

## Downtown Safety Report



### SPEED TRAILER DEPLOYMENT

DAYS: 31

LOCATIONS: 2

### DOWNTOWN FOOT PATROL HOURS:

\_\_\_56\_\_\_



Copyright by Signe Wilkinson

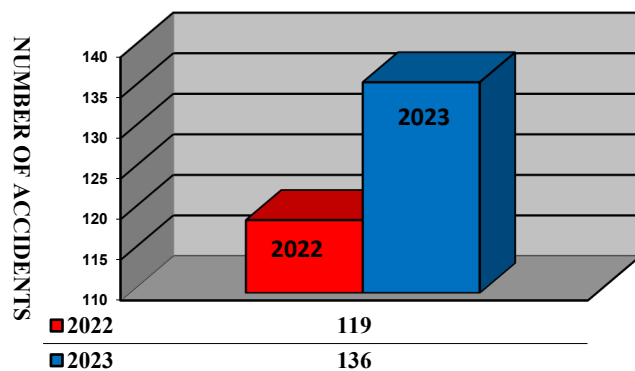


## *Travelers Rest Police Department July Monthly Report 2023*

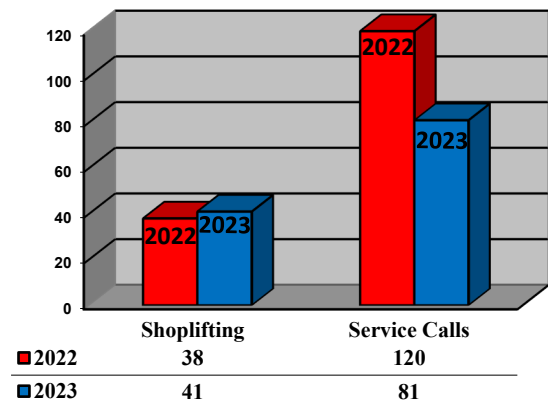
### MOTOR VEHICLE COLLISIONS AND WALMART CALLS, ARRESTS, AND TOWED VEHICLES

CRIME	July 2023	XXXXXX July 2022	Amt. of Change	Percent Change	YTD 2023	YTD 2022	Amt. of Change	Percent Change
Total MVC	22	19	+3	+15	136	119	+17	+14
MVC W/ Injury	10	3	+7	+233	38	41	-3	-7
Wal-Mart Shoplifting Arrests	8	4	+4	+100	41	38	+3	+7
Wal-Mart Service Calls	11	20	+4	+100	81	120	-39	-32
Wal-Mart Cars Towed	0	0	0	0	3	4	-1	-25

**ACCIDENTS REPORTED**



**WAL-MART SHOPLIFTING ARRESTS AND SERVICE CALLS**



### *July Crime Stats*

· Murder	0
· Rape	0
· Robbery	0
· ABHAN	1
· Assault & Battery	1
· Burglary	1
· Larceny	7
· Motor Vehicle Theft	0
· Arson	0
· Narcotics Violations	5
· DUI	5

### *Miscellaneous Service Calls:*

Animal Calls:	34
Code Enforcement:	11
Public Intoxication:	4
City Events:	6

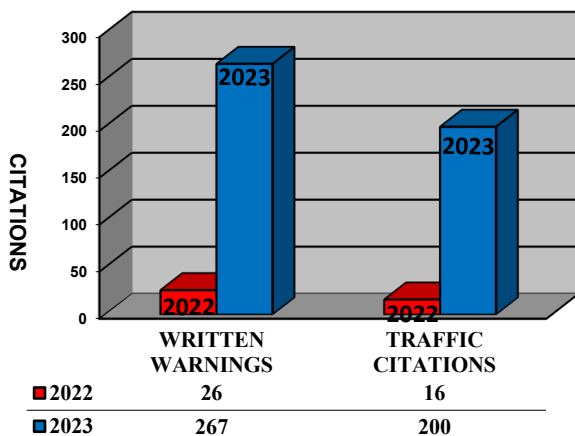
### *Monthly Warrants:*

Warrants Issued:	31
Warrants Served:	25

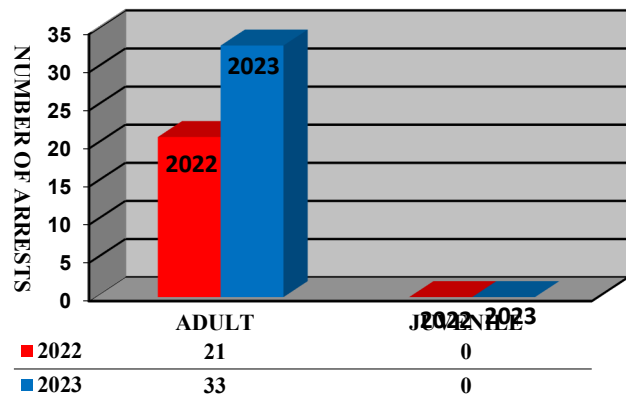
### CITATIONS AND WARNINGS FOR JULY

VIOLATION	CITATIONS	WARNINGS
No Seat Belt	1	
No Child Restraint	1	
Speeding Under 10 mph	61	
Speeding Over 10 mph and Under 25 mph	37	
Speeding Over 25	18	
Disregard Sign/Signal	7	
Insurance Violations	14	
Other Moving Violations	60	
<b>Total</b>	<b>200</b>	<b>267</b>

### WRITTEN WARNING & TRAFFIC CITATIONS



### ADULT & JUVENILE ARRESTS



### CRIMINAL OFFENSES REPORTED YEAR TO DATE

CRIME	2023	2022	2021	2020	2019	2018
Murder	0	0	0	0	1	0
Rape	0	0	0	0	1	0
Robbery	0	0	1	1	1	0
Assault/Battery HAN	4	0	2	1	2	3
Assault/Battery	22	29	21	42	42	38
Burglary	6	5	10	13	7	8
Larceny	49	39	74	75	100	78
Motor Vehicle Theft	3	5	13	7	12	10
Arson	0	0	0	0	1	1
Narcotic Violations	46	33	52	61	91	87
DUI	54	18	14	23	22	42
<b>Total</b>	<b>184</b>	<b>129</b>	<b>187</b>	<b>252</b>	<b>308</b>	<b>297</b>
<b>Total Calls for Service</b>	<b>8744</b>	<b>4974</b>	<b>10,474</b>	<b>8339</b>	<b>8753</b>	<b>6615</b>

\*\*All statistics are compiled using figures at time of analysis.

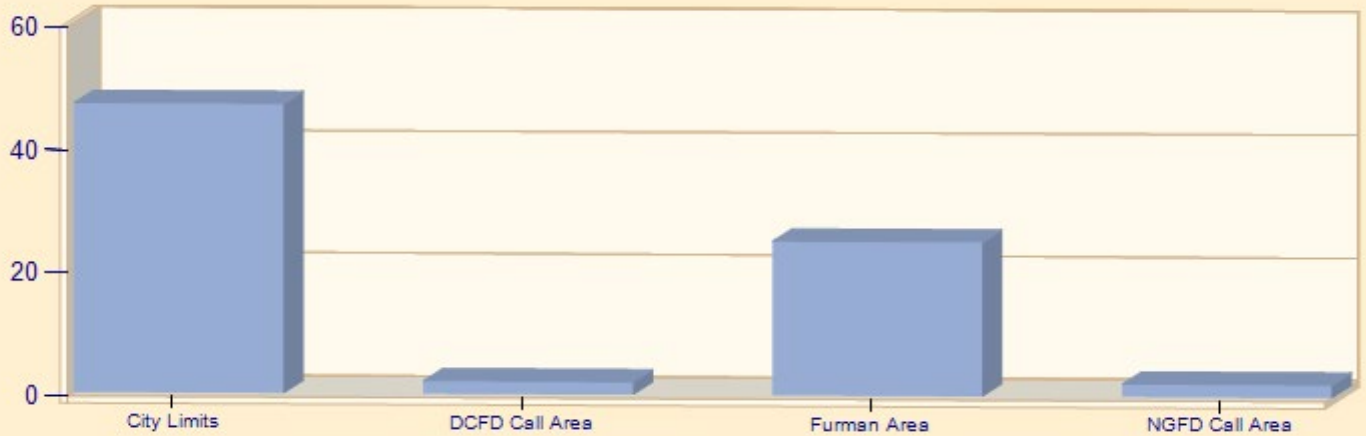
# Travelers Rest Fire Dept.

Travelers Rest, SC



## Incident Type Count per Zone for Date Range

Start Date: 07/01/2023 | End Date: 07/31/2023



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	321 - EMS call, excluding vehicle accident with injury	22
	322 - Motor vehicle accident with injuries	3
	422 - Chemical spill or leak	1
	553 - Public service	1
	554 - Assist invalid	1
	611 - Dispatched & cancelled en route	13
	715 - Local alarm system, malicious false alarm	1
	733 - Smoke detector activation due to malfunction	1
	735 - Alarm system sounded due to malfunction	2
	744 - Detector activation, no fire - unintentional	1
	745 - Alarm system activation, no fire - unintentional	1
	Total Incidents for City Limits - City Limits:	47
DCFD Call Area - Duncan Chapel FD Jurisdiction		
	611 - Dispatched & cancelled en route	1
	651 - Smoke scare, odor of smoke	1
	Total Incidents for DCFD Call Area - Duncan Chapel FD Jurisdiction:	2
Furman Area - Furman Area		
	132 - Road freight or transport vehicle fire	1
	321 - EMS call, excluding vehicle accident with injury	11
	322 - Motor vehicle accident with injuries	1
	555 - Defective elevator, no occupants	1
	611 - Dispatched & cancelled en route	4
	734 - Heat detector activation due to malfunction	1
	743 - Smoke detector activation, no fire - unintentional	4
	744 - Detector activation, no fire - unintentional	2
	Total Incidents for Furman Area - Furman Area:	25
NGFD Call Area - North Greenville FD Jurisdiction		
	142 - Brush or brush-and-grass mixture fire	1
	321 - EMS call, excluding vehicle accident with injury	1
	Total Incidents for NGFD Call Area - North Greenville FD Jurisdiction:	2
Total Count for all Zone:		76

# Travelers Rest Fire Dept.

Travelers Rest, SC

This report was generated on 7/31/2023 8:56:41 AM



## Occupancies Inspected for Date Range

Start Date: 07/01/2023 | End Date: 07/31/2023

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Accelerated Physical Therapy	608	6717 State Park RD #C		07/26/2023
Albers Land Company	355	19 Page CT		07/18/2023
Arby's Restaurant	245	18 Benton RD		07/24/2023
Auto Zone	277	10 Krieger DR		07/13/2023
Brown Arrow Technologies	609	6717 State Park RD #B		07/26/2023
Compu Counting	513	6717 State Park RD #A		07/26/2023
Duke Energy TR Ops Center	298	201 N Main ST	City Limits	07/26/2023
Edward Jones	478	6725 State Park RD #C		07/26/2023
Furman Dining Hall	120	740 Mary Peace Sterling CIR	Inside Furman Campus	07/18/2023
Furman North Village - Estridge Commons Admin	165	3300 Poinsett HWY		07/11/2023
Furman North Village I	521	3300 Poinsett HWY		07/11/2023
Furman North Village I A (24 Apts)	153	3300 Poinsett HWY		07/11/2023
Furman North Village I B (24 Apts)	154	3300 Poinsett HWY		07/11/2023
Furman North Village I C (24 Apts)	155	3300 Poinsett HWY		07/11/2023
Furman North Village I D (24 Apts)	156	3300 Poinsett HWY		07/11/2023
Furman North Village I E (24 Apts)	157	3300 Poinsett HWY		07/11/2023
Furman North Village I F (24 Apts)	158	3300 Poinsett HWY		07/11/2023
Furman North Village Ii G (23 Apts)	159	3300 Poinsett HWY		07/24/2023
Furman North Village Ii H (24 Apts)	160	3300 Poinsett HWY		07/24/2023
Furman North Village Ii I (24 Apts)	161	3300 Poinsett HWY		07/11/2023
Furman North Village Iii J (18 Apts)	162	3300 Poinsett HWY		07/11/2023
Furman North Village J	522	3300 Poinsett HWY		07/11/2023
Furman University Trone Student Center	192	1140 Soho CIR		07/18/2023
Game Stop	237	3 Benton RD #A		07/24/2023
Goodwill Industries	583	1 Krieger DR		07/13/2023
H & H Washerette	363	21 Plaza DR #G		07/19/2023
Hardees	464	6507 State Park RD		07/24/2023
Harmony Ridge Apartments	650	49 Brookside DR		07/26/2023
Harrison-Johnstone Allstate Agency	479	6725 State Park RD		07/26/2023
Kentucky Fried Chicken	482	6500 State Park RD		07/24/2023
North Greenville Summary Court	602	301 Trailblazer DR		07/17/2023
Powell Family Dentistry	463	6506 State Park RD		07/17/2023
Precision Valve	278	111 Krieger DR		07/13/2023
Ray,s Barber Shop	595	21 Plaza DR #365		07/19/2023
Red Door Realty	611	6719 State Park		07/26/2023
Sound Hearing Care	635	6506 State Park RD		07/17/2023
Spinx Station	483	2 Tigerville RD		07/17/2023
Spring Park Senior Living	552	925 N Main ST	North End	07/26/2023
Starbucks Coffee Company	624	30 Krieger DR		07/13/2023
State Farm Insurance	476	6719 State Park RD		07/26/2023
Sunshine House	480	6805 State Park RD		07/17/2023
Voss Vision	477	6725 State Park RD #B		07/26/2023
Wells Fargo	271	5 Hawkins RD		07/17/2023
Wendy's	622	20 Kreiger CT		07/13/2023
Zaxby's	540	10 Benton RD		07/24/2023

# of Occupancies Inspected: 45 | % Occupancies Inspected: 8.40

# Travelers Rest Building Permit Report

## Summary Report By Month 2023

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	YTD '23
<b>PERMITS ISSUED:</b>													
RESIDENTIAL NEW CONSTRUCTION (SFD, Townhouse, Condo)	5	8	9	2	13	2	1						40
COMMERCIAL NEW CONSTRUCTION	-	-	-	-	-	-	-						-
STAND ALONE PERMITS (Electrical/Mechanical/Plumbing)	1	8	11	14	18	11	7						70
SIGN PERMITS	2	2	1	-	-	1	2						8
RESIDENTIAL RENOVATION	3	1	3	1	2	2	2						14
COMMERCIAL RENOVATION	2	2	2	1	4	2	2						15
DEMOLITION	1	-	1	-	-	-	1						3
OCCUPANCY/TENANT	1	-	-	-	-	1	-						2
TOTAL PERMITS ISSUED	15	22	27	18	37	19	15						153
<b>FEES COLLECTED:</b>													
RESIDENTIAL NEW CONSTRUCTION (SFD, Townhouse, Condo)	7,390	10,400	16,563	3,072	11,670	3,864	2,935						55,894
COMMERCIAL NEW CONSTRUCTION	-	-	-	-	-	-	-						-
STAND ALONE PERMITS (Electrical/Mechanical/Plumbing)	842	681	1,505	3,370	3,233	1,577	2,503						13,711
SIGN PERMITS	100	100	50	-	-	130	150						530
RESIDENTIAL RENOVATION	518	224	1,185	484	735	992	850						4,988
COMMERCIAL RENOVATION	9,087	12,367	25,355	4,261	5,302	2,325	371						59,068
DEMOLITION	50	-	50	-	-	-	50						150
OCCUPANCY/TENANT	40	-	-	-	-	40	-						-
PLAN REVIEW	910	2,075	8,896	-	1,138	300	7,635						20,954
TOTAL FEES COLLECTED	\$ 18,937	\$ 25,817	\$ 53,604	\$ 11,187	\$ 22,108	\$ 9,228	\$ 14,494						\$ 155,375
<b>INSPECTIONS PERFORMED:</b>													
ELECTRICAL	36	46	37	40	37	65	48						309
PLUMBING	20	23	38	43	30	71	33						258
MECHANICAL	16	25	36	41	36	117	68						339
BUILDING	48	35	67	41	64	84	63						402
CERTIFICATE OF OCCUPANCY	5	4	12	27	12	17	2						79
DEMOLITION	-	-	-	-	-	-	-						-
TOTAL INSPECTIONS PERFORMED	125	133	190	192	179	354	214						1,387
<b>CODE ENFORCEMENT CASES:</b>													
NEW CASES	6	13	3	4	8	6	3				0	0	43
ACTIVE CASES	1	2	0	2	4	2	3				0	0	14
CLOSED CASES	5	11	3	2	4	4	3				0	0	32

DUE DATE:

OMB No. 0607-0094: Approval Expires 12/31/2021

FORM **C-404**  
(9-9-2020)

U.S. DEPARTMENT OF COMMERCE  
U.S. CENSUS BUREAU

**REPORT OF BUILDING OR ZONING PERMITS ISSUED FOR NEW PRIVATELY-OWNED HOUSING UNITS**

**IMPORTANT:**  
Please see the back of this form for more information and instructions for completing the survey.  
For further assistance, call 1-800-845-8244, or e-mail us at **EID.RCB.BPS@census.gov**

**Other Reporting Options:**  
  
Via **Mail:**  
**U.S. Census Bureau**  
**1201 East 10th Street**  
**Jeffersonville, IN 47132-0001**  
  
Via **Fax: 1-877-273-9501**

RENEE SMOUSE  
LICENSE AND PERMITTING SPECIALIST  
FOR CITY OF TRAVELERS REST  
125 TRAILBLAZER DRIVE  
TRAVELERS REST SC 29690  
  

☐ Name Change☐ Spelling Correction☐ Political Description Change

*(Please correct any errors in name, address, and ZIP Code)*

**Please report online at [econhelp.census.gov/bps](https://econhelp.census.gov/bps)**

Username:

Password:

1. PERIOD IN WHICH PERMITS WERE ISSUED

July 2023

2. GEOGRAPHIC COVERAGE (For our latest information on your office's coverage, see [www.census.gov/construction/bps/pdf/footnote.pdf](https://www.census.gov/construction/bps/pdf/footnote.pdf))  
**Did your permit system have a geographic coverage change?** ☐ Yes, continue. ☒ No, skip to Section 3.  
Mark an (X) in the appropriate box and enter the requested information. If more space is needed continue in Section 5.

051	<input type="checkbox"/> Permits no longer required to build new residential buildings . . .	Effective Date	
052	<input type="checkbox"/> Permit office has merged with another permit jurisdiction . . . .	Effective Date	Name of permit jurisdiction with which your office has merged
053	<input type="checkbox"/> Permit office has split into two or more jurisdictions . . . . .	Effective Date	Name of additional jurisdiction(s) now issuing permit(s)
054	<input type="checkbox"/> Extraterritorial jurisdiction(ETJ)/Annexation . . . . .	Effective Date	Define ETJ or annexation

3. NEW HOUSING UNITS

a. Were there any building permits issued for new housing units during this period?

☒ Yes, enter data below. ☐ No, stop and return this form. Your report is important even if no permits were issued.

Type of Structure	Total Number of		Total Valuation of Construction (\$ value – omit cents) (3)
	Buildings (1)	Housing Units (2)	
101 b. Single-family houses, <b>detached and attached</b> (must meet the following criteria: no unit above or below the other; wall extends from ground to roof; and, separate utilities for each unit) <i>[Exclude manufactured HUD-inspected homes.]</i>		2	705764
103 c. Two-unit buildings			
104 d. Three- and four-unit buildings			
105 e. Five-or-more unit buildings			

4. ADDITIONAL INFORMATION ON INDIVIDUAL RESIDENTIAL PERMITS, FROM SECTION 3, VALUED AT \$2,000,000 OR MORE  
(If more space is needed, please attach a separate sheet.)

Description and Site Address (1)	Owner or Builder (2)	Number of		Valuation of Construction (\$ value – omit cents) (5)
		Buildings (3)	Housing Units (4)	
Kind of building	Name			
Site address SC	Address			
City, State, ZIP Code	City, State, ZIP Code			
Kind of building	Name			
Site address SC	Address			
City, State, ZIP Code	City, State, ZIP Code			

5. COMMENTS (Continue on a separate sheet)

6. PERSON TO CONTACT REGARDING THIS REPORT

Name

Telephone 864 834 8740

E-mail address  
RENEE@TRAVELERSRESTSC.COM

Internet web address  
WWW.TRAVELERSRESTSC.COM

Fax

See instructions on reverse side.



**INSTRUCTIONS FOR COMPLETING FORM C-404,  
"REPORT OF BUILDING OR ZONING PERMITS ISSUED  
FOR NEW PRIVATELY-OWNED HOUSING UNITS"**

We estimate this survey will take an average of 8 minutes per response for those that report monthly and 23 minutes for those that report annually to complete, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to: EID Survey Comments 0607-0094, U.S. Census Bureau, 4600 Silver Hill Road, Room EID-7K181, Washington, DC 20233. You may e-mail comments to [eid.rcb.customer.service@census.gov](mailto:eid.rcb.customer.service@census.gov); use EID Survey Comments 0607-0094 as the subject.

**GENERAL INSTRUCTIONS FOR EACH SECTION**  
***(Use your unique username and password provided to report via Internet:  
econhelp.census.gov/bps)***  
***(Answers to Frequently Asked Questions can be found at [www.census.gov/permitsfaq](http://www.census.gov/permitsfaq))***

- 1. PERIOD IN WHICH PERMITS WERE ISSUED** – Include all privately-owned residential permits which were authorized during the **month** or **year** shown.
- 2. GEOGRAPHIC COVERAGE** – If there has been a change in the area covered by your office, enter explanations in space provided next to selections 051–054 as applicable. If more space is needed, continue in Section 5. To review our latest information on your office's coverage, see [www.census.gov/construction/bps/pdf/footnote.pdf](http://www.census.gov/construction/bps/pdf/footnote.pdf). Report discrepancies by either entering in Section 5, calling 1–800–845–8244 with the information or e-mailing us at [EID.RCB.BPS@census.gov](mailto:EID.RCB.BPS@census.gov).
- 051 (Discontinued)** – Permits are no longer required, by law, to build new residential buildings (i.e., new homes, new apartments).
- 052 (Merged)** – Another jurisdiction has taken over the responsibility of issuing permits for your office; OR your office has taken over the responsibility of issuing permits for another office.
- 053 (Split)** – Permit office no longer covers a particular jurisdiction because: (1) that area now issues its own building permits; (2) another jurisdiction issues the permits for that area; or (3) that area no longer requires permits.
- 054 (Extraterritorial jurisdiction (ETJ)/Annexation)** – Permit office is now responsible for additional land area outside of its original boundaries. Also include new housing units permitted in the annexed land area/ETJ in Section 3. Also report in Section 5, if your permit office officially changed its name, had a spelling correction, or political description change (i.e., from town to city, city to village, etc.)
- 3. NEW HOUSING UNITS** – Summarize information for number of buildings, number of housing units, and valuation of construction as shown on the building or zoning permit. Enter the valuation as shown on the permit. If no valuation is listed, enter your best estimated value. If no value is required, annotate in Section 5. When the acronym "NVR" (No Value Required) appears in the address label area, comments referencing value are no longer necessary.

- 3a. No permits issued** – Return your form even if no permits were issued, after marking the box next to "No" in this section.
- 3b. Single-family houses, detached and attached** – Include all new privately-owned detached and attached single-family houses. Include attached single-family houses, known commonly as townhouses or row houses, where: (1) each unit is separated from adjoining units by a wall that extends from ground to roof, (2) no unit is above or below another unit, and (3) each unit has separate heating and separate utility meters.
- 3c. Two-unit buildings** – Include all new privately-owned residential buildings that contain two housing units, and do not meet all criteria of attached single-family as shown under Section 3b.
- 3d. Three- and four-unit buildings** – Include all new privately-owned residential buildings that contain three or four housing units, and do not meet all criteria of attached single-family as shown under Section 3b.
- 3e. Five-or-more unit buildings** – Include all new privately-owned residential buildings that contain five or more housing units, and do not meet all criteria of attached single-family as shown under Section 3b.
- 4. ADDITIONAL INFORMATION ON INDIVIDUAL RESIDENTIAL PERMITS, FROM SECTION 3, VALUED AT \$2,000,000 OR MORE** – Enter additional data from individual permits valued at \$2,000,000 or more included in Section 3. If more than two such permits were issued, attach a separate sheet.
- 5. COMMENTS** – Enter any explanations, miscellaneous notes or questions. Include any revisions to data entered on previous forms, identifying the applicable survey period, the type of structure (Section 3b–e) and corrected entries.
- 6. PERSON TO CONTACT REGARDING THIS REPORT** – Please fill in any blank areas or make any corrections to information already entered in these fields.

**INSTRUCTIONS FOR CLASSIFYING RESIDENTIAL BUILDINGS**

**RESIDENTIAL BUILDINGS**

Residential buildings are buildings containing one or more housing units. A housing unit is a house, an apartment, a group of rooms or a single room intended for occupancy as separate living quarters. Separate living quarters are those in which the occupants live separately from any other individuals in the building and which have a direct access from the outside of the building or through a common hall.

Some jurisdictions issue separate permits for individual units of a multifamily building. In this case, report the total number of units expected in a multifamily building when the first units are authorized. If the total number of buildings, units and valuation for the entire project is unknown, indicate in Section 5 or call our staff. Do NOT report permits for individual units in multifamily buildings separately.

Some jurisdictions issue building permits for residential construction in phases: foundation, shell or superstructure, and interior finishing. In this case, include the number of buildings, housing units and valuation for the intended building when the shell or superstructure permit is issued. Include foundation and interior finishing permits only when issued separately and a valuation of construction is available. In these two cases, enter the valuation in Section 3b–e, depending on the number of housing units in the intended superstructure, and zero for the buildings and units.

**PERMITS TO INCLUDE**

- privately-owned residential buildings, which include all residential buildings owned or partially owned by a private company or an individual during the period of construction
- housing for the elderly, such as assisted living facilities, that do not have 24-hour skilled nursing care
- "turnkey" housing, which is housing that will be sold to a local public housing authority when completed
- all housing built by nonprofit organizations
- buildings manufactured partially off-site and transported and assembled at the construction site, such as prefabricated, panelized, precut, sectional and modular (these do not include manufactured (mobile) HUD-inspected homes)
- residential permits issued in phases, as described above
- permits for multifamily housing units issued as commercial
- reissued expired permits with significant changes to construction plans
- accessory dwelling units (ADU) that are new structures. An ADU is a room or set of rooms designed for separate living. Include if ADU is:
  - > detached and built on same lot as existing main structure
  - > attached and built at the same time the main structure is being constructed
  - > attached to main structure via a walkway
  - > detached from existing structure but share utilities with main structure
  - > built over an existing detached garage - using the detached garage as the foundation for the ADU

**PERMITS TO EXCLUDE**

- publicly-owned buildings
- nonresidential buildings
- moved or relocated buildings
- farm buildings, such as silos, barns, etc.
- manufactured (mobile) HUD-inspected homes including related foundations and placement pads
- group quarters, such as dormitories, jails, nursing homes, etc.
- hotels/motels
- other structures on residential property, such as sheds, garages, pools, etc., when permitted separately
- landscaping
- demolitions
- maintenance and repair, which are expenses to keep a property in ordinary working condition
- residential additions, alterations, renovations and conversions
- inspections
- certificates of occupancy for residential construction
- separate permits issued for mechanical, electrical or plumbing work
- reissued expired permits if construction plans have not changed
- ADU, if:
  - > an addition
  - > an alteration – i.e., changed roof line to accommodate ADU
  - > a conversion

**MISCELLANEOUS CLASSIFICATION INSTRUCTIONS**

- Enter a building in only one category in Section 3. If you cannot determine a category, please call our staff.
- If a building has mixed residential and nonresidential use, enter the housing units based on the residential portion of the building. Please estimate the valuation based on the residential portion of the building only.
- Classify all buildings that are being totally rebuilt on an existing foundation as new construction.
- Type of ownership (e.g. condominium, cooperative, timeshare, etc.) is NOT considered when classifying a building.

## Travelers Rest Planning Report

### Projects in Entitlement Process

Project Name	Address	Request	PC #	Ordinance #	Acreage	Lots	Density
					0.00	0.00	

### Preliminary Subdivisions Approved

Project Name	Address	Date Approved	Zoning	Type	Acreage	Lots	Density
Magnolia Cottages Ph II	Magnolia Dr and Thomas Dr	07/12/20	R-M	Townhomes	1.11	22	19.82
Parkside Village	Center St and S Poinsett	11/23/21	R-M	Townhomes	2.51	29	11.55
The Refuge	N Main St and Glenview Rd	11/29/22	FRD	SF Housing	9.54	43	4.51
					13.16	94	

### Approved Projects In Permitting

Project Name	Address	Status	Zoning	Type	Acreage	Units	Density
Gateway Village	Hawkins Rd	Land Disturbance	TH	Townhomes	11.90	58	4.87
Spring Park	Hwy 276	Land Disturbance	PD	SF Housing	35.27	54	1.53
Whitehawk Meadows	Hawk Valley Dr and School St	Land Disturbance	R-7.5	SF Housing	69.23	165	2.38
					116.40	277	

### Projects Under Construction

Project Name	Address		Zoning	Type	Acreage	Units	Density
Pinestone					40.83		
Detached	Roe Rd and State Park Rd		PD-R	Detached		70	
Attached	Roe Rd and State Park Rd		PD-R	Attached		37	
Tri-/Quad-Plex	Roe Rd and State Park Rd		PD-R	Tri-/Quad-Plex		12	
Live/Work	Roe Rd and State Park Rd		PD-R	Live/Work		1	
Wethington Place	Trailblazer Dr and Watson Rd		R-M	Townhomes	6.28	42	6.69
					47.11	162	

### Short Term Rentals/Lodging Projects

Approved in June 2023	Total Approved
0	31

### Swamp Rabbit Trail Counter

July 2023 Counts		July 2023 Trends			2023 Year to Date (*3/1/23)	
On Bikes	23,801	Weekdays	22,308	68%	On Bikes	100,499
On Foot	15,146	Weekends	16,639	32%	On Foot	74,957
Total	38,947	Highest Single Day	2,178	Sat 7/8	Total	175,456
Daily Average	1,256	Lowest Single Day	728	Thu 7/20	Daily Average	1,147



# MUNICIPAL COURT REMITTANCE FORM FOR STATE'S PORTION OF REVENUE

To City Treasurer of Travelers Rest

For The Month Of JULY 2023

## Municipal Court Cases

Total Fines		\$	<u>4,840.95</u>
Conviction Surcharges		\$	<u>300.00</u>
DUI Assessment		\$	<u></u>
DUS Assessment	\$ <u></u>	\$	<u>100.00</u>
Insurance Fraud (See Form A)	\$ <u></u>		
Cruelty to Animals (See Form B)	\$ <u></u>		
Wildlife	\$ <u></u>		
Size & Weight	\$ <u></u>		
Carrier of Household Goods and Hazardous Waste	\$ <u></u>		
Other Assessments		\$	<u>7,032.71</u>

## Transfer Cases from General Sessions Court

Fines	\$	<u></u>
Conviction Surcharge	\$	<u></u>
DUI Assessment	\$	<u></u>
Other Assessments	\$	<u></u>
Bond Estreatments	\$	<u></u>
TOTAL	\$	<u>12,273.66</u>

Signed J. Twitty  
Municipal Judge

Date August 3, 2023

## ATTACHMENT F

Total Amount Allocated to State \$ 6,545.84

Total Amount Allocated to Victim Assistance Fund \$ 886.87



**THE HONORABLE CURTIS M. LOFTIS, JR.**  
State Treasurer

Municipal Name: \_\_\_\_\_ Municipal Code: \_\_\_\_\_ Date Submitted: \_\_\_\_\_  
Collection Period Beginning (Month/Year): \_\_\_\_\_ Collection Period Ending (Month/Year): \_\_\_\_\_

**SOUTH CAROLINA STATE TREASURER'S REVENUE REMITTANCE FORM**

LINE	FINES, FEES AND FILING FEE/ASSESSMENT	%	CODE	AMOUNT DUE	LINE
A	Public Defender Application Fee - \$40 Per Application	100%	17-3-30		A
B	Body Piercing	100%	44-32-120		B
C	Marriage License Fee - Additional \$ 20 Per License	100%	20-1-3 75		C
D	Bond Estreatment	25%	17-15-260		D
DA	Municipal Conditional Discharge Fee-\$150	100%	44-53-450(C)		DA
DB	Violations of State Shellfish Laws	33%	44-1-152		DB
DC	Criminally Negligent Use of Firearms/Archery Tackle	100%	50-1-85		DC
DD	Highway Work Zone – Department of Public Safety	65%	56-5-1535		DD
DE	Highway Work Zone – State Highway Fund	25%	56-5-1535		DE
DF	Public Disorderly Conduct <i>(New as of 7/1/2019)</i>	100%	16-17-530		DF
<b>DUI/DUS/BUI - ASSESSMENTS/SURCHARGES/ PULLOUT</b>					
E	Boating Under the Influence (BUI)	100%	50-21-114		E
F	Municipal DUS DPS Pullout -\$100	100%	56-1-460		F
G	Municipal DUI Assessment- \$12 Per Case	100%	56-5-2995		G
H	Municipal DUI Surcharge - \$100 Per Case	100%	14-1-211		H
I	Municipal DUI DPS Pullout- \$100	100%	56-5-2930 & 2945		I
IA	DUI/DUAC Breathalyzer Test Conviction Fee-SLED \$25	100%	56-5-2950(E)		IA
<b>SURCHARGES</b>					
J	Municipal Drug Surcharge -\$150 Per Case	100%	14-1-213(A)		J
K	Municipal Law Enforcement Surcharge - \$25 Per Case	100%	14-1-212(A)		K
KA	Municipal Criminal Justice Academy \$5 Surcharge / <i>Terminated 6/30/16</i>	100%	14-1-240(A)		KA
<b>OTHER ASSESSMENTS - STATE SHARE</b>					
L	Municipal- 107.5%	88.84%	14-1-208		L
LA	Municipal Traffic Education Program \$140 Application Fee	90.83%	17-22-350(C)		LA
M	<b>TOTAL REVENUE DUE TO STATE TREASURER</b>				M

PLEASE FILL IN THE AMOUNTS RETAINED BY YOUR OFFICE IN THE TABLE BELOW. THIS SECTION IS FOR REPORTING PURPOSES ONLY. DO NOT REMIT THESE AMOUNTS TO THE STATE TREASURER.

LINE	RETAINED BY MUNICIPAL FOR VICTIM SERVICES	%	CODE	AMOUNT RETAINED	LINE
N	Assessments-Municipal	11.16%	14-1-208		N
O	Surcharges-Municipal	100%	14-1-211		O
OA	Other Assessments-Municipal	9.17%	17-22-350(C)		OA
P	<b>TOTAL RETAINED FOR VICTIM SERVICES</b>				P

Comments: \_\_\_\_\_  
Contact Person: \_\_\_\_\_ Telephone: \_\_\_\_\_  
Contact Person Email: \_\_\_\_\_

I, Municipal Treasurer, certify that the foregoing information is true and accurate.

Municipal Treasurer Signature: \_\_\_\_\_  
Municipal Treasurer Email: \_\_\_\_\_

**\*Note:** This report is required by law to be filed monthly, on or before the 15th, by the Municipal Treasure, even if there are no Collections.  
Form can be emailed to [court.fines@sto.sc.gov](mailto:court.fines@sto.sc.gov). If form is filed by fax, please confirm with Marty Woods (Phone: 803.734.2657) **PRIOR** to transmission.



**The City of Travelers Rest**  
125 Trailblazer Drive  
Travelers Rest, SC 29690  
(864) 834-8740

***PLANNING  
COMMISSION***

**REGULAR MEETING**

**AGENDA**

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DATE OF MEETING: **July 27, 2023**

TIME OF MEETING: 6 PM

LOCATION: Council Chambers

**1. OPENING**

- a. Call to Order & Opening Remarks
- b. Roll Call
- c. Approval of Minutes – June 29, 2023

**2. NEW BUSINESS**

- a. Five Year Comprehensive Plan Review – Natural Resources, Cultural Resources, Community Facilities Elements
- b. Comprehensive Plan Survey update – Available at [travelersrestsc.com/businesses/plans-projects/](https://travelersrestsc.com/businesses/plans-projects/)

**3. OTHER BUSINESS**

- a. None

**4. ADJOURN**

**MINUTES**  
**TRAVELERS REST PLANNING COMMISSION**  
**6/29/2023**  
**6:00 PM Council Chambers**

**MEMBERS PRESENT:** Vice Chair Tony Rackley, Evan Cantrell, Diane Maxwell, Bryan Haffey

**MEMBERS ABSENT:** Chair Rebecca Cooper, Michelle Garrison, Don Watson

**STAFF PRESENT:** Mike Forman, Haley Hopkins

**PUBLIC PRESENT:** Two additional members of public

**1. OPENING**

- a. **Call to Order/Opening Remarks:** Vice Chair Rackley called the meeting to order at 6:00 PM.
- b. **Roll Call:** Four present members stated their names.
- c. **Approval of Minutes:** Minutes for the May 25, 2023 meeting was motioned for approval by Commissioner Cantrell and seconded by Commissioner Maxwell. No discussion. Motion passed 4-0.

**2. NEW BUSINESS**

- a. **Five Year Comprehensive Plan Review – Population and Housing**  
Staff presented the first two chapters of the 2018 Comprehensive Plan review for discussion via power point.
- b. **Five Year Comprehensive Plan Review – Survey**  
Staff announced that the Comprehensive Plan survey was available on the website and via social media. Commissioners Rackley and Maxwell recommended the city consider utilizing additional means to publicize the survey. Staff indicated they would look into additional ways to do so.

**3. OTHER BUSINESS**

- a. None.

**4. ADJOURN:**

Motion to adjourn was made by Commissioner Maxwell and seconded by Commissioner Haffey. No discussion. Motion passed 4-0 at 6:46PM.



## 2023 Comprehensive Plan Review

### Natural Resources, Cultural Resources, and Community Facilities





# **2023 Comprehensive Plan Review Schedule**

**June 29, 2023: Population and Housing**

**July 27, 2023: Natural Resources, Cultural Resources, and Community Facilities**

**August 2023: Transportation and Economic Development**

**September 2023: Land Use and Resiliency**

**October 2023: Priority Investment Element**

**November 2023: City Council Committee and 1st Reading**

**December 2023: City Council Final Reading**

# Natural Resources

Natural Resources considers coastal resources, slope characteristics, prime agricultural and forest land, plant and animal habitats, parks and recreation areas, scenic views and sites, wetlands, and soil types.

## Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
<b>Natural Resources</b>		
The creation of Greenlink routes and the use of alternative transportation and car-pooling to minimize air pollution.	Utilize transportation recommendations to improve air quality	In Progress. +/-4,959 feet of multi-use trails built in city since 2018. Plans for +/-12,250 feet of multi-use trails planned for construction within the next 12 months.
Additionally, by minimizing deforestation in the creation of subdivisions and neighborhoods and planting new trees air quality can help relieve the ground ozone levels to a safer level.	Reduce deforestation through policy	In Progress. Tree Protection Ordinance passed by city council in March 2022. The new ordinance created a tree mitigation fund, utilized specifically for the planning, planting, and maintenance of new trees within the city.
Through special attention and co-ordination to protect this rare natural resource with the county as well as the City when considering developments along the Enoree River within the city limits.	Protection of rare plants	Complete via the county's bunched arrowhead ordinance. All developments in the city of Travelers Rest must account for the presence of bunched arrowhead at or near the site, and if present, the mitigation of effects from the new development on the species.

# Cultural Resources

Cultural Resources considers historic buildings and structures, commercial districts, residential districts, unique, natural, or scenic resources, archaeological, and other cultural resources.

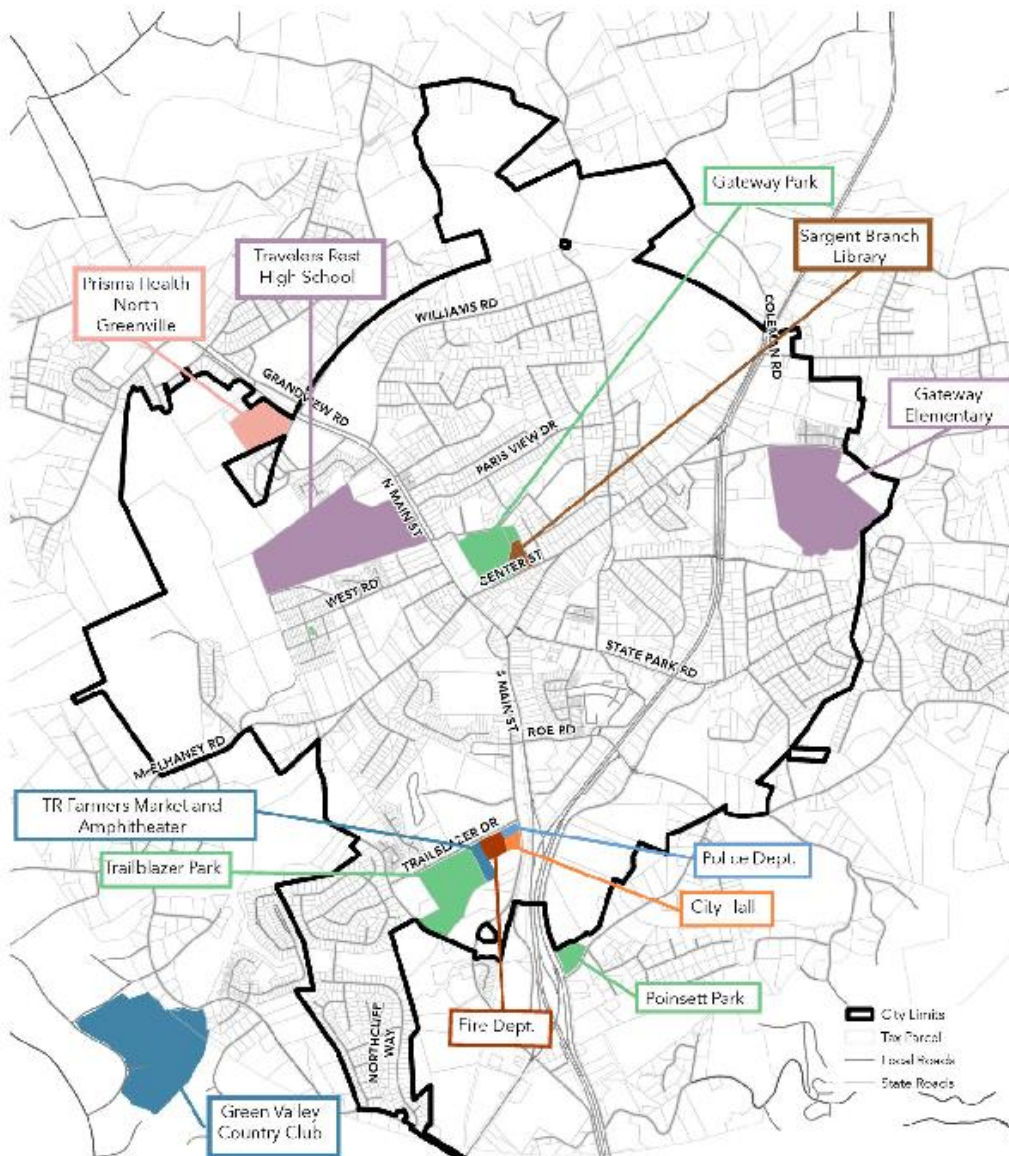
## Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
<b>Cultural Resources</b>		
Enhance public awareness about the importance of preserving historical resources.	Coordinated marketing strategy	In Progress. City is working with the TR Historic Society on renovations and improvements to the Spring Park Inn.
Develop an indoor entertainment venue.	Develop an indoor venue	In progress. City officials work with developers to consider TR for an indoor entertainment venue.
Continue to provide opportunities for cultural events at Trailblazer Park.	Coordinated marketing strategy	In progress. City recently revised and streamlined the special events process which has paid immediate dividends. Trailblazer Park is utilized nearly daily for many cultural and civic programs.
Partner with Furman University on artist in residency programs and opportunities.	Coordinated marketing strategy	In Progress. City officials in contact regarding multiple opportunities involving Furman.
Develop marketing strategy for city's cultural assets and events.	Coordinated marketing strategy	In Progress. The city has hired a full time marketing specialist to reshape the city's online and in person marketing strategies.



# Community Facilities

Community Facilities element considers water supply, treatment, and distribution; sewage system and wastewater treatment; solid waste collection and disposal, fire protection, emergency medical services, and general government facilities; education facilities; and libraries and other cultural facilities.



## **Community Facilities 2023**

As described in Community Facilities chapter, this includes parks, schools, libraries, centers for education, recreational spaces and government facilities that are accessible to community members.

# Community Facilities

Key changes to the Community Facilities element since 2018:

**Sewer:** Metro Connects took over the City of Travelers Rest sewer system in 2023. Metro Connects works closely with city staff to ensure continued service. The city continues to review new sewer requests.

**Solid Waste:** Greater Greenville Sanitation ceased recycling services in 2023 for city residents. As of July 2023, city residents can utilize Ever Green Environmental for recycling services, or they may continue to utilize any of the recycling centers in or near the city (Food Lion parking lot, Echo Valley, and Blackberry Valley).

**Public Safety:** Chief Ben Ford replaced Chief Lance Crowe in December 2019.

**Recreation:** The city opened a new playground at Trailblazer Park in 2023, with a zip line, swings, and climbing areas for children of all ages and accommodations.

# Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
<b>Community Facilities</b>		
Continue the replacement programs for police and fire equipment to ensure equipment is replaced on a regular schedule.	New fire equipment and new police equipment	In Progress
Continue to implement sewer rehab projects as necessary to upgrade the system.	Sewer rehab and capacity	In Progress. The city recently turned over sewer system to Metro Connects, however the city continues to work with developers and the community to upgrade the sewer system as needed.
Adequately review and provide analysis of the costs of annexing additional lands. Fully align the City's growth goals with its annexation policy, including plans to annex unincorporated enclaves.	Sewer rehab and capacity	In Progress. City considers each annexation request for alignment with the city's goals.
Initiate and/or expand programs to decrease crime and fire incident rates.	New fire equipment and new police equipment	In Progress
Develop a building maintenance program to ensure that funding is available to renovate facilities as they age.		In Progress. City has a capital projects plan and fund that addresses funding over a multi-year horizon.
Consider the policy principles of the Master Plan when making future development and redevelopment decisions such as zoning approvals and development agreements.	Sewer rehab and capacity	In Progress. City considers many options including the comprehensive plan when making future development decisions.
Coordinate with the County on the development and implementation of plans for Parks and Recreation facilities; Trailblazer Park and Gateway Park improvements to include dog park, playgrounds etc.		In Progress. City recently improved Trailblazer Park and is working with the county to assume maintenance responsibilities in the future.
Continue to construct more bicycle and walking trails.		In Progress. +/-4,959 feet of multi-use trails built in city since 2018. Plans for +/-12,250 feet of multi-use trails planned for construction within the next 12 months.
Proactively upgrade the infrastructure in areas targeted for development and redevelopment.	Sewer rehab and capacity	In Progress
Promote sustainability as a guiding principle for all community facilities.		In Progress