

**CITY OF TRAVELERS REST
COUNCIL COMMITTEE MEETING AGENDA
Monday, November 6, 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. Citizen Recognition**
- 3. Public Works Committee**
Members: Shaniece Criss, Lisa Lane, and Sherry Marrah
 - a. Roll Call by Chair Criss
 - b. Approval of October 9, 2023, Public Works Committee minutes
 - c. Review Public Works Report for October
 - d. MS4 Agreement with Greenville County
- 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 October 9, 2023, Public Safety Committee minutes
 - c. Review Public Safety Reports for October
 - 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 October 9, 2023, Planning & Development Committee minutes
- c. Review of Planning & Development Report for October
- d. Comprehensive Plan Five Year Update
- e. Zoning Ordinance Text Amendment for Article 5 and Article 6

6. Ways & Means Committee

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

- a. Roll Call by Chair Bumgarner
- b. Approval of October 9, 2023, Ways & Means Committee minutes
- c. Travelers Rest United Methodist Church Public Parking MOU

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, October 9, 2023

5:00 p.m.

Council Chambers, City Hall

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

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

1. Call to Order

- a. Mayor Amidon called the meeting to order at 5:00 p.m.
- b. Mayor Amidon made a motion to move the Ways and Means Committee to 2nd on the agenda. Councilmember Bumgarner seconded. The motion carried unanimously.

2. Ways and Means Committee

Members: Grant Bumgarner (Chair), Councilmember Criss, Councilmember Vest, Councilmember Byers

- a. Chair Bumgarner called the meeting to order by roll.
- b. Committee member Criss motioned to accept the September 11, 2023 minutes. Committee member Vest seconded.
- c. Joe Smith, the Operations Director from GCRA, discussed building affordable housing on the property the city owns in the Athens neighborhood.
- d. GCRA proposed building a 2 story 1,400 square foot house around \$300,000.
- e. Chair Bumgarner opened it up to the Council for questions.
- f. Points that were discussed:
 - i. The ability of the homeowner to sell after 15 years. Once the house is purchased, the city has no more ownership of the property. It is a one-time opportunity for affordable housing.

- ii. GCRA offers downpayment assistance.
 - iii. GCRA has a counseling piece to the homeownership.
 - iv. The amount requested is \$36,000 (which is money the city has for affordable housing projects) plus the lot.
 - v. If it is a rental the rent amount would be around \$1,000-\$1,200, but Mr. Smith doesn't recommend it because of the homeownership opportunity for that neighborhood.
 - vi. Council is limited in where the affordable housing money they have can be used.
 - vii. GCRA stays in contact with the family and as a safeguard information gets recorded with the title.
- g. Committee member Kelly motioned to adjourn. Committee member Vest seconded the motion.

3. Executive Session

- a. Mayor Amidon made a motion to go under Executive Session for an update on the Furman Fire Service Agreement. No second needed.
- b. Councilmember Criss abstained from the session.
- c. Councilmember Marrah made a motion to adjourn Executive Session, Councilmember McCall seconded the motion.

4. Public Works Committee

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

- a. Chair Criss called the meeting to order by roll.
- b. Chair Criss made a motion to approve the minutes from the Public Works Committee meeting held on September 11, 2023. The motion was approved by Councilmember Lane and seconded by Councilmember Marrah.
- c. Director Tate updated the Committee on a vacancy in the department due to the resignation of Steven Freund. The new candidate starts next week. Fall decorations are going up along with the fall plants. A new intern started, Jake Ware, from Southside High School. The tree management survey was recently completed. Public Works will be able to report tree issues through an app. Eight people from City Hall were certified in CPR. Shred event is at Trailblazer Park on November 11.

- d. Councilmember Lane inquired about the recycling carts. Tate noted that all recycling information goes through Evergreen, now. Councilmember Lane also asked about the Adventure Park. Director Tate noted that David Garland obtained his certification as a Playground Inspector and is managing the cleaning of the park with Greenville County.
- e. Councilmember McCall requested that certified arborists be added to the website.
- f. Committee member Marrah noted how efficient using the app was to enter work orders.
- g. Committee member Marrah motioned to adjourn, Committee member Lane seconded.

5. Public Safety Committee

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

- a. Chair Criss 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 September 11, 2023. The motion was seconded by Committee member Vest.
- c. Police Chief Ford noted the increase in phone calls for service was due to more proactivity by the officers. The officers are engaging in traffic stops and finding more criminal activity. All other numbers are flat from last year, so the increase is from the proactivity of the officers. The increase in narcotics violations are also due to officers being proactive during traffic stops. Mayor Amidon thanked the police for their assistance during the Homecoming Parade. Lastly, Councilmember McCall wanted the crosswalk signs to blink and become more noticeable.
- d. Chief Roberson noted the department is down one member but plan to hire someone within the month.
- e. Administrator Vinson highlighted the jump in residential permits. He also mentioned that the city will be using a new software service for permits. It should be added in the next month. Committee member Byers liked the greater understanding that comes with getting the year over year and month over month reports.
- f. Ordinance to Establish a Fire Service Fee.
 - a. Consider the addition of fees for fire protection services for those properties who are exempt from ad valorem taxation. It would be equal across all non-profits and establish a cost per call for those agencies which averages about \$800.
 - b. An exemption would be an entity to opt out if they entered into a fire protection service with the city. Also, some of the language would be clarified before the next reading.

- c. The goal is not to punish those who are paying taxes, but to have more consistency in who is using the services the most vs who is paying for those services.
- d. Committee member Bumgarner motioned to move the ordinance to council and Committee member Vest seconded. The motion passed unanimously.
- e. Committee member Vest motioned to adjourn; Committee member Bumgarner seconded.

6. 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 the Planning and Development minutes from the September 11, 2023 committee meeting. The motion was seconded by Committee member Criss.
- c. Director Forman noted that a new high for the Swamp Rabbit Trail crossed the 40,000-user threshold. The highest day was a little under 2,500 on a Saturday. Committee member Byers asked about the Master Plan. Director Forman mentioned that they had covered the Land Use and Resiliency chapters this month and will be back in front of council in November. The survey has had 430 responses and they will keep promoting until ready to present.
- d. Committee member Bumgarner motioned to adjourn; Committee member Criss seconded.

7. Old business

- a. None

8. New Business

- a. None

9. Miscellaneous Matters

- a. Councilmember Marrah asked if there were any updates on the bench that was hit and if there were any notice about purchasing a second one. Councilmember Marrah also asked for a parking lot update. Administrator Vinson stated that the Historical Society received bids and were meeting to review them. At that point the City will know the cost of construction and make a donation to the Historic Society. There was no response from the owner in regards to improving the parking lot across from TR Oriental.

10. Adjournment

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

Mayor Amidon adjourned the meeting at 6:40 p.m.

_____ Brandy Amidon, Mayor

Completed by _____ Carson Ruffrage, City Clerk

_____ Eric Vinson, City Administrator

**Public Works Report
October 2023**

Sanitation

Request for Brush / Bulk Pick Up	<u>1</u>
Roll Cart Request	<u>6</u>
Residential	<u>6</u>
Commercial	<u>0</u>

Roads

Complaints	<u>N/A</u>
Resolved by City	<u></u>
DOT Notification	<u></u>

Animal Control

Complaints	<u>0</u>
Impoundments	<u>0</u>
Dispositions	<u>0</u>
Humane Society	<u>0</u>
Return to Owner	<u>0</u>

Septic Pumps

<u>0</u>

Environmental

Complaints	<u>17 sign removals</u>
Resolved by City	<u>0</u>

Fuel

PW 1	<u>132.5</u>
PW 2	<u>37.9</u>
PW 3	<u>35.2</u>

Total	<u>205.9</u>
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Public Works Summary for October 2023

- **Sanitation:** We have stopped accepting requests for recycling carts. We had one complaint in the month of June. The audit has been completed to verify that all roll carts are in the correct commercial accounts.
- **Road and Bridge:** New electronic speed signs have been installed on Main street and South Poinsett Hwy.
- **Sewer:** No septic tanks were pumped.
- **Building / Grounds Maintenance:** We are still receiving good feedback on Jan Pro, our cleaning service. The new playground is open at Trailblazer Park, and we are waiting for the new swing to arrive. We have also added more trash cans to the playground. New sunshades and picnic tables have been added.
- **Miscellaneous Items:** We are waiting on the county rec to get quotes back planning to apply a seal coat to the section of the trail in front of Loftis Printing to Roe Rd. Greenville County will provide the contractor for this. Scott Pittmon joined the public works department on October 10th to replace Steven Freund. Jake Ware from Southside High School has joined our staff as an intern.

2023

Month	Number of Bags	Vol.	Pounds
January	87	69	1740
February	47	11	940
March	19	6	380
April	102	60	2040
May	30	23	600
June	18	8	360
July	26	6	572
August	13	8	286
September	29	8	638
October	39	32	858
November			
December			
Yearly Total	410	231	8414

Event Reporting

Response ID: [53451](#)

Submitted Date: 10/16/2023 01:50:31 PM

Completion Time: 4 min. 27 sec.

Event Information and Outcomes (Page 1 /3)

Please complete this form to share the outcomes of the event(s) that you previously registered. This form should be used for all types of programs (e.g., GAC, ARD, local) and events (e.g., cleanups, planting, recycling).

The results from this Event Reporting form and your affiliate's other submissions will be used to create a series of reports available to you in the Reports section of the Affiliate Hub.

If you wish to save your progress and resume your form submission later, click on the "Save my progress and resume later" checkbox above and follow the prompts.

Contact Information

Organization Name	Event Contact Email
Keep Greenville County, SC Beautiful	sgagnon@greenvillecounty.org
Primary Contact First Name	Primary Contact Last Name
Summer	Gagnon

Event Information

Event Name	Number of Events	Program
TR Cleanup- Home School Community of 1 North Greenville	1	Great American Clean Up
Event Start Date	Event End Date	
10/09/2023	10/09/2023	
Were you able to hold the planned events or did you cancel?	Is this report part of a requirement from a grant from Keep America Beautiful?	
Yes the events were held	No	
Type of Event and General Outcomes		
- Litter Reduction		
Number of volunteers		
23		
Please estimate the total number of hours that volunteers served, as a whole		
46		
Number of participants or attendees		
1		

Number of individuals served by your event
7,771

Number of public spaces cleaned & improved
3

Activity Outcomes

What activities were conducted as part of your event(s)?

- Litter or illegal dump cleanup

Litter or illegal dump cleanup

Acres of parks, public lands, playgrounds, and trails cleaned & improved
8

Miles of rivers, lakes, shores, wetlands, and underwater cleaned & improved:

Miles of streets, roads, and highways cleaned & improved

Number of illegal dumps cleaned

Pounds of litter and debris collected
220

Pounds of litter and debris sorted and recycled

Number of tires collected

Cost-Benefit Analysis (Page 2 /3)

Benefits Calculation

The Benefit/Cost Ratio analysis is a tool that measures an organization's ability to leverage community resources. By determining the dollar value returned to the community for each dollar invested by government, an KAB affiliate organization may show government, business and civic organizations, as well as individual volunteers, the value of community partnerships. Affiliates track a variety of positive contributions such as volunteer hours, cash contributions, in-kind donations, non-governmental and foundation grants, as well as government costs incurred, in order to calculate the Benefit/Cost Ratio.

Please enter data where prompted below and the total benefits, costs, and benefit/cost ratio will be calculated for your event.

Value of a Volunteer Hour	Total Value of Volunteer Time
31.8	1462.8

In-Kind Donations Description (MAX 250 Words)

In-Kind Donations Value

Total private (non-governmental) cash contributions Grants Value

Media In-Kind Donations

Event Income

Cost Avoidance

Cost Avoidance is the dollar-value of a project based on what your local government budgeted and would have spent for government sources to achieve the same results. The project must be currently within the scope of services offered by the local government departments or agencies to be considered in a Cost Avoidance assessment. You cannot assume the project would be conducted by the government and you estimate should be based on known or actual employee and equipment cost figures.

For Example: As part of its scope of services, the public works department is responsible for illegal dump cleanup. There has been a recent rash of illegal dumping activity. Your organization arranges events to clean up illegal dumpsites and organizes volunteers and private hauling services to make the events successful. In addition to volunteer time and donated hauling services captured above, there is a cost avoidance benefit since the city avoided the costs of assigning employee time or equipment to accomplish the same task. The public works department should provide cost estimates, and that figure is the dollar value of the cost avoidance for each dumpsite cleanup undertaken by your KAB affiliate volunteers.

Government Cost Avoidance Value

Total Benefits

Total benefits from above information

1462.8

Government Costs

Local governments may incur costs in support of your events and those costs should be accounted. For instance, the governmental compensation that government employees earn in support of your event(s) are a cost to be considered. Government employees who volunteer on their own time in support of your work are considered volunteers and should not be associated with a cost.

Value of government employee time

1

Total City/County/Government Salary Dollars

18

Total government funding which directly supports your administrative operating budget

0

Value of in-kind government goods and services

100

NOTE: If you receive no direct funding you still must enter a value in the Cost section of

the report in order for a Ratio to calculate. Please put a minimum of \$1 in the costs section. Consider any time spent in meetings with government officials including public meetings or personal visits.

Total Costs (Calculation)
119

Benefit/Cost Ratio Calculation

Based on the information provided above, the total Benefit/Cost Ratio for your event is calculated below. Benefit/Cost Ratios may vary widely from event to event and will not always be greater than 1.

Benefit/Cost Ratio
12.292436974789915

Event Narrative (Page 3 /3)

Event Narrative

Please describe your event

Home School Community of North Greenville help a litter cleanup in the City of Travelers Rest.

Please describe the impact that you hope that your event has in your community

Parents and students picked up litter in parks, on school grounds and on the Swamp Rabbit Trail.

Do you plan on conducting the event again?

Don't Know

If you were to conduct the event again, would you change anything to improve your outcomes?

Community Mobilization and Inclusion

Which, if any, of the following types of groups did you formally collaborate with on this project?

- K-12 schools

From the above question, what was the total number of organizations with whom you collaborated on this project?

What resources did you use to promote your event in advance?

- Email

What media coverage, if any, did your event receive before or after the event?

- Social Media



We love to see the great work that you do for your events and share them with our network! Do you have photos and/or images that you can share with us from your activities?***Combined file size of all photos should be less than 25MB.

Yes, 3 photos

Please upload photograph/image #1

TR 1.jpg

Please upload photograph/image #2

TR 2.jpg

Please upload photograph/image #3

TR 3.jpg

Thank you for all that you do to make your community a clean, green, and beautiful place to live and work.

If you are finished, please click the Submit Report button below. After you have submitted the form, you can edit your responses in the Affiliate Hub by selecting the event in the My Affiliate/Activities section and clicking on the "Event Reporting" button in the top right-hand corner of the page. **Please note clicking "save" does not send the information to us, you must always click Submit Report to update the information with KAB.**

File List (Protected)

TR 1.jpg (860Kb.):

<https://kab.tfaforms.net/uploads/get/1b9d43253fcf1c8163469f5d4b46729d-TR1.jpg>

TR 2.jpg (1135Kb.):

<https://kab.tfaforms.net/uploads/get/b7e4270fe92ba065ceb5e56e6a65b2e4-TR2.jpg>

TR 3.jpg (1498Kb.):

<https://kab.tfaforms.net/uploads/get/ddd4882ea0f32d44b8dfec031285743b-TR3.jpg>

Event Reporting

Response ID: [54466](#)

Submitted Date: 10/27/2023 03:32:26 PM

Completion Time: 3 min. 35 sec.

Event Information and Outcomes (Page 1 /3)

Please complete this form to share the outcomes of the event(s) that you previously registered. This form should be used for all types of programs (e.g., GAC, ARD, local) and events (e.g., cleanups, planting, recycling).

The results from this Event Reporting form and your affiliate's other submissions will be used to create a series of reports available to you in the Reports section of the Affiliate Hub.

If you wish to save your progress and resume your form submission later, click on the "Save my progress and resume later" checkbox above and follow the prompts.

Contact Information

Organization Name	Event Contact Email
Keep Greenville County, SC Beautiful	sgagnon@greenvillecounty.org
Primary Contact First Name	Primary Contact Last Name
Summer	Gagnon

Event Information

Event Name	Number of Events	Program
Kate Brown TR Litter Cleanup 1		Great American Clean Up
Event Start Date	Event End Date	
10/20/2023	10/20/2023	
Were you able to hold the planned events or did you cancel?	Is this report part of a requirement from a grant from Keep America Beautiful?	
Yes the events were held	No	
Type of Event and General Outcomes		
- Litter Reduction		
Number of volunteers		
2		
Please estimate the total number of hours that volunteers served, as a whole		
4		
Number of participants or attendees		
0		
Number of individuals served by your event		
7,901		

Number of public spaces cleaned & improved

1

Activity Outcomes

What activities were conducted as part of your event(s)?

- Litter or illegal dump cleanup

Litter or illegal dump cleanup

Acres of parks, public lands, playgrounds, and trails cleaned & improved

Miles of rivers, lakes, shores, wetlands, and underwater cleaned & improved:

Miles of streets, roads, and highways cleaned & improved

2

Number of illegal dumps cleaned

Pounds of litter and debris collected

Pounds of litter and debris sorted and recycled

60

Number of tires collected

Cost-Benefit Analysis (Page 2 /3)

Benefits Calculation

The Benefit/Cost Ratio analysis is a tool that measures an organization's ability to leverage community resources. By determining the dollar value returned to the community for each dollar invested by government, an KAB affiliate organization may show government, business and civic organizations, as well as individual volunteers, the value of community partnerships. Affiliates track a variety of positive contributions such as volunteer hours, cash contributions, in-kind donations, non-governmental and foundation grants, as well as government costs incurred, in order to calculate the Benefit/Cost Ratio.

Please enter data where prompted below and the total benefits, costs, and benefit/cost ratio will be calculated for your event.

Value of a Volunteer Hour	Total Value of Volunteer Time
31.8	127.2

In-Kind Donations Description (MAX 250 Words)

In-Kind Donations Value

Total private (non-governmental) cash contributions Grants Value

Media In-Kind Donations

Event Income

Cost Avoidance

Cost Avoidance is the dollar-value of a project based on what your local government budgeted and would have spent for government sources to achieve the same results. The project must be currently within the scope of services offered by the local government departments or agencies to be considered in a Cost Avoidance assessment. You cannot assume the project would be conducted by the government and you estimate should be based on known or actual employee and equipment cost figures.

For Example: As part of its scope of services, the public works department is responsible for illegal dump cleanup. There has been a recent rash of illegal dumping activity. Your organization arranges events to clean up illegal dumpsites and organizes volunteers and private hauling services to make the events successful. In addition to volunteer time and donated hauling services captured above, there is a cost avoidance benefit since the city avoided the costs of assigning employee time or equipment to accomplish the same task. The public works department should provide cost estimates, and that figure is the dollar value of the cost avoidance for each dumpsite cleanup undertaken by your KAB affiliate volunteers.

Government Cost Avoidance Value

Total Benefits

Total benefits from above information

127.2

Government Costs

Local governments may incur costs in support of your events and those costs should be accounted. For instance, the governmental compensation that government employees earn in support of your event(s) are a cost to be considered. Government employees who volunteer on their own time in support of your work are considered volunteers and should not be associated with a cost.

Value of government employee time

Total City/County/Government Salary Dollars

Total government funding which directly supports your administrative operating budget

Value of in-kind government goods and services

NOTE: If you receive no direct funding you still must enter a value in the Cost section of the report in order for a Ratio to calculate. Please put a minimum of \$1 in the costs section. Consider any time spent in meetings with government officials including public meetings or personal visits.

Total Costs (Calculation)

0

Benefit/Cost Ratio Calculation

Based on the information provided above, the total Benefit/Cost Ratio for your event is calculated below. Benefit/Cost Ratios may vary widely from event to event and will not always be greater than 1.

Benefit/Cost Ratio

error

Event Narrative (Page 3 /3)

Event Narrative

Please describe your event

Kate Brown and Tm Wolf picked up three bags of trash on 25N in front of the gas station/Zaxby's.

Please describe the impact that you hope that your event has in your community

Litter cleanup.

Do you plan on conducting the event again?

No

If you were to conduct the event again, would you change anything to improve your outcomes?

Community Mobilization and Inclusion

Which, if any, of the following types of groups did you formally collaborate with on this project?

- Government

From the above question, what was the total number of organizations with whom you collaborated on this project?

What resources did you use to promote your event in advance?

- Email

What media coverage, if any, did your event receive before or after the event?

- N/A

City of Travelers Rest

Report for October 2023

*Department of Public Works
David Garland*

It Starts With



October 2023 Monthly Report for David Garland:

Summary for the Week beginning 10/02/23:

Routine weekly preventive maintenance (PM's)

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 187.5
- 2: Inspected the Storm Pond. Pond was dry. Vegetation is pretty high. Some trash but not extreme. Fence is in good shape. Erosion is minimal.
- 3: Inspected Trailblazer Park. Pavillion area is normal. Lights and fans were operating normally. Area was relatively clean. Dumpster area with some clutter inside enclosure. Trailblazer field area looked good. Still seeing fire ant signs. We put out killer most weeks. Restroom building looked normal with all fixtures working normally with no leaks. Storage room is a little cluttered but all electrical equipment seemed in working order and accessible. Amphitheater area looked normal. No problems with stage area. All lights functioned normally. Holes in cover fabric have not expanded. All the trash cans looked good.
- 4: Inspected Emergency eye washer at the Public Works building. All valves working normally. Nozzles seemed free from debris and flowing adequately.
- 5: Weekly report was all normal. Nothing stood out during the inspection.
- 6: Monthly inspections included the Fire Sprinkler system, Fire Extinguishers, AED inspection, Emergency Lights inspection, EV charger inspection, and Exit Signs inspection. We will soon begin to do a more thorough monthly inspection, on top of our daily inspections of the playgrounds (Athens and Adventure Park) probably starting in November.
- 7: Working on building the sign room.
- 8: Scott Pitmon to begin work on October 10th.

Summary for the Week beginning 10/09/23:

Routine weekly preventive maintenance (PM's)

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 188.1. Started reading voltage to the building each week when we can observe while the generator is running.
- 2: Inspected the Storm Pond. Pond was dry. Vegetation is starting to get high. Some trash but not extreme. Fence is in good shape. Erosion is minimal.

3: Inspected Trailblazer Park. Pavillion area is normal. Lights and fans were operating normally. Area was relatively clean. Dumpster area with some clutter inside enclosure. Trailblazer field area looked good. Seeing Fire ants most every week. We will put out fire ant killer each week as needed. Restroom building looked normal with all fixtures working normally with no leaks. Storage room is a little cluttered but all electrical equipment seemed in working order and accessible. Amphitheater area looked normal. No problems with stage area. All lights functioned normally. Holes in cover fabric have not expanded. All the trash cans looked good.

4: Inspected Emergency eye washer at the Public Works building. All valves working normally. Nozzles seemed free from debris and flowing adequately.

5: Weekly report was all normal. Nothing stood out during the inspection.

6: Still working on the sign room.

7: Scott Pitmon Began Work on 10/10/23. Jake Ware began work on 10/9/23. Jake is our intern from Greenville County Schools. Scott is taking Steven Freund's spot in Public Works.

Summary for the Week beginning 10/16/23:

Vacation Week

Summary for the Week beginning 10/23/23:

Routine weekly preventive maintenance (PM's)

1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (1.1 hours - two weeks). All controls were normal. Oil level was normal and no leaks observed. Hours at 189.2.

2: Inspected the Storm Pond. Pond was relatively dry. Vegetation is high. Some trash but not extreme. Fence is in good shape. Erosion is minimal.

3: Inspected Trailblazer Park. Pavillion area is normal. Lights and fans were operating normally. Area was relatively clean. Dumpster area looks good. Some clutter inside enclosure. Trailblazer field area looked good. Continue to see fire ant signs. Restroom building looked normal with all fixtures working normally with no leaks. Storage room is a little cluttered but all electrical equipment seemed in working order and accessible. Amphitheater area looked normal. No problems with stage area. All lights functioned normally. Holes in cover fabric have not expanded. All the trash cans looked good.

- 4: Inspected Emergency eye washer at the Public Works building. All valves working normally. Nozzles seemed free from debris and flowing adequately.
- 5: Weekly report was all normal. Nothing stood out during the inspection.
- 6: Worked on Sign room some this week. Finished construction. We will be starting to build sign table and storage for sign making.
- 7: Emptied trash on Main Street
- 8: Installed 4 electronic speed limit signs throughout the city. One sign is located on Hwy 276 southbound coming into Travelers Rest close to the High School. One sign is located on Hwy 276 northbound close to the post office. One is located on S Poinsett close to State park on northbound lane. The last one is located on N Poinsett coming into town close to Wells Fargo. All signs are functional with the exception of S Poinsett sign which has malfunctioned.

Summary for the Week beginning 10/30/23:

- 1: Inspected the generator after the weekly test period which is on Monday morning. Generator ran for the normal amount of time (.6 hours). All controls were normal. Oil level was normal and no leaks observed. Hours at 189.6. Voltage into building is 209 Volts.
- 2: Built sign table and installed into sign room. Sign plotter will be installed later this week.
- 3: Continued work on the maintenance workshop reorganizing and moving pieces to become more organized. This will be an ongoing project.
- 4: Met with all PW persons to get a holiday gameplan schedule together. We will begin moving the pieces together next week.
- 5: Total gas used for 2020 F250 for the month of October was 37.9 gallons.

Upcoming:

- 1: Public Works will begin monthly safety training. Training will include subjects such as, Chainsaw safety, Power and hand tool safety, Bloodborne Pathogens safety (Already complete for this year), CPR and First Aid training (Already complete for this year), Hazardous Communications, PPE, office safety and other subjects as we try to improve workplace safety.
- 2: We will begin immediately with weekly/bi-weekly talks with all personnel. We will discuss the weeks topics such as, how can we improve the City, what could we have done better, How could we have improved the jobs we just completed, How can make our jobs more efficient and better. We will discuss the issues that arises weekly. We want to give our employees an opportunity to have a voice.

City of Travelers Rest

Weekly Checklist

Week of:

10 - 2 - 2023

to Start with



Janitorial Supplies, On hand		Break Room Check		Building Exterior		Laundry	
Multifold PT	2	Fire Suppression Check gauge	✓	Check doors	✓	Wash Jail cell blankets	✓
Roll PT	7	Check paper towel supply	6	Check lights	✓	Wash rags if needed	✓
Toilet paper	52	Check each stove eye for operation	✓	Check flag	✓	Trash - Police Station (Mon)	✓
Hand sanitizer Dispenser	2	Check sink for operation	✓	Check shrubs	✓	PD after hours entrance	
Trash Bags : 12-16 gal	9	Check fridge Temp		Check sidewalk	✓	Check toilet for operation	✓
Trash bags : 45 gal	1	Large Conference Room		Check front entrance	✓	Check sink for operation	✓
Spot shot	1	Check Lights for Operation	✓	Check swings	✓	Check soap dispenser	✓
Foaming hand Soap Gal	4	Check Ice maker Temp		Check windows	✓	Admin Hallway	
Sun Detergent	1	Check Fridge Temp	X	Check siding	✓	Check toilet for operation	✓
Fabuloso	1/4	Check sink for operation	✓	Check rock trim	✓	Check sink for operation	✓
Affresh Ice machine cleaner	1	Check Restroom Sink for operation	✓	Check Heat pumps	✓	Check soap dispenser	✓
Enzyme Drain Cleaner	2	Check toilet for operation	✓	Check Sally port doors	✓	City Admin Restroom	
Clorox	1/2	Check soap dispenser	✓	Check rear entrances (2)	✓	Check toilet for operation	✓
Facial Tissue	16	PD ROOM		Check Roof (Admin)	✓	Check sink for operation	
Fusion Deodorizer	7	Check Lights	✓	Check Roof (PD)	✓	Check soap dispenser	
Toiletry Bags (Box)	1/2	Check Fridge Temp		Check Sprinkler Control box	✓	Public womens restroom	
Thermostats SetPoint/Actual		Jail Inspection		Dispatch Check		Check toilets for operation	✓
24 Hr Hall	65-70 / 70	Check cell sink (5)	✓	Check toilet for operation	✓	Check sinks for operation	✓
Back Hallway	65-70 / 70	Check cell toilet (5)	✓	Check Sink for operation	✓	Check soap dispensers	✓
Court Room	67-71 / 71	Fill cell drains		Check soap dispenser	✓	Public mens restroom	
Dispatch	65-70 / 72	Court room		Check Comm Rack	✓	Check toilet for operation	✓
City Administrator office	67-71 / 71	Check lights	✓	Check Generator Panel	✓	Check sink for operation	✓
Investigators	70 / 70	Check carpets	✓	Check Fire Alarm Panel	✓	Check soap dispenser	✓
Lobby	65-72 / 72	Check closet	✓	UPS (No Faults)	✓	Check urinal for operation	✓
Drain Maintenance				PD Locker room restrooms (4)			
Fill floor drain in Men's restroom		Fill floor drain in dispatch restroom		Check soap dispensers	✓	Check toilets for operation	✓
Fill floor drain in women's restroom		Fill floor drain in admin restroom		Check showers for operation	✓	Check sinks for operation	✓

City of Travelers Rest

10/9/2023



Weekly Checklist

Janitorial Supplies, On hand		Break Room Check		Building Exterior		Laundry	
Multifold PT		Fire Suppresion Check gauge	✓	Check doors	✓	Wash Jail cell blankets	
Roll PT		Check paper towel supply	✓	Check lights	✓	Wash rags if needed	
Toilet paper		Check each stove eye for operation	✓	Check flag	✓	Trash - Police Station (Mon)	
Hand sanitizer Dispenser		Check sink for operation	✓	Check shrubs	✓	PD after hours entrance	
Trash Bags : 12-16 gal		Check fridge Temp		Check sidewalk	✓	Check toilet for operation	✓
Trash bags : 45 gal		Large Conference Room		Check front entrance	✓	Check sink for operation	✓
Spot shot		Check Lights for Operation	✓	Check swings	✓	Check soap dispenser	✓
Foaming hand Soap Gal		Check Ice maker Temp		Check windows	✓	Admin Hallway	
Sun Detergent		Check Fridge Temp		Check siding	✓	Check toilet for operation	✓
Fabuloso		Check sink for operation	✓	Check rock trim	✓	Check sink for operation	✓
Affresh Ice machine cleaner		Check Restroom Sink for operation	✓	Check Heat pumps	✓	Check soap dispenser	✓
Enzyme Drain Cleaner		Check toilet for operation	✓	Check Sally port doors	✓	City Admin Restroom	
Clorox		Check soap dispenser	✓	Check rear entrances (2)	✓	Check toilet for operation	
Facial Tissue		PD ROOM		Check Roof (Admin)	✓	Check sink for operation	
Fusion Deodorizer		Check Lights	✓	Check Roof (PD)	✓	Check soap dispenser	
Toiletry Bags (Box)		Check Fridge Temp		Check Sprinkler Control box	✓	Public womens restroom	
Thermostats Setpoint/Actual		Jail Inspection		Dispatch Check		Check toilets for operation	✓
24 Hr Hall	65-70 70	Check cell sink (5)		Check toilet for operation	✓	Check sinks for operation	✓
Back Hallway	65-70 70	Check cell toilet (5)		Check Sink for operation	✓	Check soap dispensers	✓
Court Room	64-74 74	Fill cell drains		Check soap dispenser	✓	Public mens restroom	
Dispatch	65-70 70	Court room		Check Comm Rack	✓	Check toilet for operation	✓
City Administrator office	67-71 71	Check lights	✓	Check Generator Panel	✓	Check sink for operation	✓
Investigators	70 70	Check carpets	✓	Check Fire Alarm Panel	✓	Check soap dispenser	✓
Lobby	72-65 72	Check closet	✓	UPS (No Faults)	✓	Check urinal for operation	✓
Drain Maintenance				PD Locker room restrooms (4)			
Fill floor drain in Men's restroom		Fill floor drain in dispatch restroom		Check soap dispensers	✓	Check toilets for operation	✓
Fill floor drain in women's restroom		Fill floor drain in admin restroom		Check showers for operation	✓	Check sinks for operation	✓

10/9

City of Travelers Rest

10/23/2023



Weekly Checklist

Janitorial Supplies, On hand		Break Room Check		Building Exterior		Laundry	
* Multifold PT	6	Fire Suppression Check gauge	✓	Check doors	✓	Wash Jail cell blankets	
Roll PT	20	Check paper towel supply	3	Check lights	✓	Wash rags if needed	
* Toilet paper	14	Check each stove eye for operation	✓	Check flag	✓	Trash - Police Station (Mon)	
Hand sanitizer Dispenser	2	Check sink for operation	✓	Check shrubs	✓	PD after hours entrance	
* Trash Bags : 12-16 gal	3	Check fridge Temp	46.1	Check sidewalk	✓	Check toilet for operation	✓
* Trash bags : 45 gal	1	Large Conference Room		Check front entrance	✓	Check sink for operation	✓
Spot shot	1	Check Lights for Operation	✓	Check swings	✓	Check soap dispenser	✓
Foaming hand Soap Gal	2	Check Ice maker Temp	49.1	Check windows	✓	Admin Hallway	
Sun Detergent	1	Check Fridge Temp	Locked	Check siding	✓	Check toilet for operation	✓
* Fabuloso	0	Check sink for operation	✓	Check rock trim	✓	Check sink for operation	✓
Affresh Ice machine cleaner	1	Check Restroom Sink for operation	✓	Check Heat pumps	✓	Check soap dispenser	✓
Enzyme Drain Cleaner	2	Check toilet for operation	✓	Check Sally port doors	✓	City Admin Restroom	
Clorox	2 1/2	Check soap dispenser	✓	Check rear entrances (2)	✓	Check toilet for operation	
Facial Tissue	15	PD Room		Check Roof (Admin)	✓	Check sink for operation	
Fusion Deodorizer	7	Check Lights	✓	Check Roof (PD)	✓	Check soap dispenser	
Toiletry Bags (Box)	1 1/2	Check Fridge Temp	46.9	Check Sprinkler Control box	✓	Public womens restroom	
Thermostats SetPoint/Actual		Jail Inspection		Dispatch Check		Check toilets for operation	✓
24 Hr Hall	65-70 / 70	Check cell sink (5)		Check toilet for operation	✓	Check sinks for operation	✓
Back Hallway	65-70 / 70	Check cell toilet (5)		Check Sink for operation	✓	Check soap dispensers	✓
Court Room	64-74 / 74	Fill cell drains		Check soap dispenser	✓	Public mens restroom	
Dispatch	65-70 / 70	Court room		Check Comm Rack	✓	Check toilet for operation	✓
City Administrator office	67-71 / 71	Check lights	✓	Check Generator Panel	✓	Check sink for operation	✓
Investigators	70 / 70	Check carpets	✓	Check Fire Alarm Panel	✓	Check soap dispenser	✓
Lobby	65-70 / 70	Check closet	✓	UPS (No Faults)	✓	Check urinal for operation	✓
Drain Maintenance				PD Locker room restrooms (4)			
Fill floor drain in Men's restroom		Fill floor drain in dispatch restroom		Check soap dispensers	✓	Check toilets for operation	✓
Fill floor drain in women's restroom		Fill floor drain in admin restroom		Check showers for operation	✓	Check sinks for operation	✓

It Starts With



Generator Weekly Check (Police Station)

[illegible]

City of Travelers Rest

to Start With

Month: **October 2023**

Trailblazer Park Check

Week of:		2	9	16	23	30
Pavillion Check	Check parking area around pavillion	✓	✓		✓	
	Check concrete under pavillion	✓	✓		✓	
	Check fluorescent lights for operation	✓	✓	✓	✓	
	Check scone lights for operation	✓	✓	✓	✓	
	Check ceiling fans for operation	✓	✓	✓	✓	
	Check recepticals for operation	✓	✓	✓	✓	
	Check Trash cans. Empty if needed	✓	✓	✓	✓	
Trailblazer Field area	Check electrical outlets (Representative number)			✓		
	Check Sprinklers			✓		
	Check for fire ants	✓	✓	✓	✓	
Amphitheater Check	Check Stage lights for operation	✓	✓	✓	✓	
	Check stadium lights for operation	✓	✓	✓	✓	
	Check electrical on stage area	✓	✓	✓	✓	
	Check electrical at Sound area	✓	✓	✓	✓	
	Check stage concrete	✓	✓	✓	✓	
	Check seating area	✓	✓	✓	✓	
	Check for fire ants in seating area	✓	✓	✓	✓	
	Check electrical panel area behind stage	✓	✓	✓	✓	
	Check walkway around stage	✓	✓	✓	✓	
	Check Parking area	✓	✓	✓	✓	
Restroom Check	Check urinal for operation (Mens)	✓	✓		✓	
	Check toilet for operation (Mens)	✓	✓		✓	
	Check sink for operation (Mens)	✓	✓		✓	
	Check walls (Mens)	✓	✓		✓	
	Check toilet seat for tightness (Mens)	✓	✓		✓	
	Check toilet for operation (Womens)	✓	✓		✓	
	Check handicap toilet for operation (Womens)	✓	✓		✓	
	Check sink for operation (Womens)	✓	✓		✓	
	Check walls (Womens)	✓	✓		✓	
	Check toilet seats for tightness (Womens)	✓	✓		✓	
	Check both hand dryers (Mens and Womens)	✓	✓		✓	
	Check restroom supplies in Storage room	✓	✓		✓	
	Check for neatness in storage room	✓	✓		✓	
	Check electrical panels in storage room	✓	✓		✓	
Check light timer panel in storage room	✓	✓		✓		
Trash (Dual Cans) Empty if needed	At Restroom	✓	✓		✓	
	At Amphitheater (2)	✓	✓		✓	
	At Roundabout (2)	✓	✓		✓	
	Bee Traps (At each dual)	✓	NA		NA	
	Put out ant killer		NA		NA	
	Inspector initials	Abc	ABC		ABC	

Notes:

City of Travelers Rest



Storm pond and fencing inspection (Weekly)

Week of:	Check storm pond for trash	Check storm pond for proper drainage	Check fencing around storm pond	Check storm for unusual erosion	Check storm pond for vegetation growth	Inspector
7/3/2023	✓	✓	✓	✓	✓	Ans
7/10/2023	✓	✓	✓	✓	✓	Ans
7/17/2023	✓	✓	✓	✓	✓	Ans
7/24/2023	✓	✓	✓	✓	✓	Ans
7/31/2023	✓	✓	✓	✓	✓	Ans
8/7/2023	✓	✓	✓	✓	✓	Ans
8/14/2023	✓	✓	✓	✓	✓	Ans
8/21/2023	✓	✓	✓	✓	✓	Ans
8/28/2023	✓	✓	✓	✓	✓	Ans
9/4/2023	✓	✓	✓	✓	✓	Ans
9/11/2023	✓	✓	✓	✓	✓	Ans
9/18/2023	✓	✓	✓	✓	✓	Ans
9/25/2023	✓	✓	✓	✓	✓	Ans
10/2/2023	✓	✓	✓	✓	✓	Ans
10/9/2023	✓	✓	✓	✓	✓	Ans
10/16/2023	VACATION					
10/23/2023	✓	✓	✓	✓	✓	Ans
10/30/2023						
11/6/2023						
11/13/2023						
11/20/2023						
11/27/2023						
12/4/2023						
12/11/2023						
12/18/2023						
12/25/2023						
Notes:						

City of Travelers Rest



Eyewash Weekly Inspection Form

General Requirements:

- 1) The pathway to the eyewash station is clear of obstructions
- 2) The eyewash fixture is free of obstructions in all directions
- 3) The nozzle dust caps/covers are in place and operating properly
- 4) To test the eyewash station, flush water until clear water flows continually through eyewash head without any leaks, rust, dirt, etc for approximately 5 seconds. If problems are evident, Repair immediately!

Initial and date in the corresponding box verifying the eyewash station is checked:

Year

2023

	Week 1	Inspector	Week 2	Inspector	Week 3	Inspector	Week 4	Inspector	Week 5	Inspector
January	1-5	Ans	1-13	Dub	1-20	Dub	1-27	Dub		
February	2-3	Ans	2-10	Dub	2-17	Dub	2-24	Dub		
March	3-10	Ans	3-16	Abe	3-24	Dub	3-31	Dub		
April	4-6	Abe	4-14	Dub	4-20	Abe	4-28	Dub		
May	5-5	Dub	5-12	Dub	5-19	Dub	Vacation			
June	6-9	Dub	6-16	Dub	6-23	Dub	6-30	Dub		
July	7-7	Dub	7-14	Dub	7-21	Dub	7-28	Dub		
August	8-4	Dub	8-11	Dub	8-18	Dub	8-25	Dub		
September	9-1	Dub	9-8	Dub	9-15	Dub	9-22	Dub	9-29	Dub
October	10-2	Abe					10-27	Dub		
November										
December										

Notes: 2-17-23 - Adjusted Temperature

City of Travelers Rest

Month/Year **Oct . 2023**

Inspector: **David Garland**

U. S. Street NGA



Monthly Fire Extinguisher Inspection

Building	Location	Pressure				Safety Ring			Repairs	Initials
		Date Serviced	Extinguisher Missing	OK?	Low?	Discharged?	OK?	Problem?		
City Hall-Admin	Admin Hallway South close to rear entrance of Admin	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	Admin Server Room outside of Court Room	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	Breakroom beside door	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	Breakroom Fire suppression inside cabinet above stove	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	Admin hallway North outside of Records Clerks office	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
City Hall-PD	PD Hallway outside of PD Room	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	PD at After hours entrance	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	Dispatch	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	Maintenance Building in Parking area	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
PW Building	Maintenance Building in shop area	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	Maintenance Dog Kennel on left, inside door	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	Maintenance Storage on left inside storage room	8/7/2023	No	✓	No	No	✓	no	none	AGE SW
	TBP Restroom Storage	8/7/2023	No	✓	No	No	✓	no	none	AGE SW

City of Travelers Rest

Year: 2023

Let's Share With



AED Inspection Sheet

Pd 24 hr Entrance Hall

Defibtech

AED Serial Number	400098032	AED Model Number	Reviver View	Battery Expiration date	3-31-2027
Electrode Set Expiration date	7-31-2025	Electrode Set Expiration date		Battery Installation date	8-15-2023
Inspection:					
Month	Status Indicator	Battery Status	Rescue Kit	General Condition	Inspector Initials
January					
February					
March					
April					
May					
June					
July					
August	OK	✓	✓	✓	AMS
September	OK	✓	✓	✓	AMS
October	OK	✓	✓	✓	AMS
November					
December					

Public Works

AED Serial Number	400076409	AED Model Number	Reviver View	Battery Expiration date	3-31-2027
Electrode Set Expiration date	7-31-2025	Electrode Set Expiration date		Battery Installation date	8-15-23
Inspection:					
Month	Status Indicator	Battery Status	Rescue Kit	General Condition	Inspector Initials
January					
February					
March					
April					
May					
June					
July					
August	OK	✓	✓	✓	AMS
September	OK	✓	✓	✓	AMS
October	OK	✓	✓	✓	AMS
November					
December					

Notes:

City of Travelers Rest

Year: 2023

Li State High



AED Inspection Sheet

Public Restroom Hall

Physio Control

AED Serial Number	43487293	AED Model Number	Life Pac CR Plus	Battery Expiration date	2/17/2026
Electrode Set Expiration date	2/17/2026	Electrode Set Expiration date		Battery Installation date	7-24-23
Inspection:					
Month	Status Indicator	Battery Status	Rescue Kit	General Condition	Inspector Initials
January					
February					
March					
April					
May					
June					
July	OK	✓	✓	✓	Ans
August	OK	✓	✓	✓	Ans
September	OK	✓	✓	✓	Ans
October	OK	✓	✓	✓	Ans
November					
December					

Admin Hall

AED Serial Number	400026835	AED Model Number	defibtech Review View	Battery Expiration date	10-31-27
Electrode Set Expiration date	5-31-25	Electrode Set Expiration date		Battery Installation date	8-2-23
Inspection:					
Month	Status Indicator	Battery Status	Rescue Kit	General Condition	Inspector Initials
January					
February					
March					
April					
May					
June					
July					
August	OK	✓	✓	✓	Ans
September	OK	✓	✓	✓	Ans
October	OK	✓	✓	✓	Ans
November					
December					

Notes: Trauma Bag Located in Printer Room

City of Travelers Rest

Location: City Hall/DPD



Monthly Inspection of the Sprinkler System

Date 10-9-23 Inspector Dr. Garland

Valve Inspection:	OK	Not OK	Notes
Position Normal	✓		
Properly Sealed, Locked or Supervised	✓		
Accessible	✓		
No leaks	✓		
No Damage	✓		
Appropriately labeled	✓		

Gauge Inspection:	OK	Not OK	Notes
Reading	135		
No leaks	✓		
No Damage	✓		

City of Travelers Rest

Location: Public Works



Monthly Inspection of the Sprinkler System

Date 10-9-23 Inspector Dr. Garland

Valve Inspection:	OK	Not OK	Notes
Position Normal	✓		
Properly Sealed, Locked or Supervised	✓		
Accessible	✓		
No leaks	✓		
No Damage	✓		
Appropriately labeled	✓		

Gauge Inspection:	OK	Not OK	Notes
Reading	135		
No leaks	✓		
No Damage	✓		

City of Travelers Rest

Date Inspected

Oct 2023



Monthly Exit sign test

	Location	Pass/Fail
1	PD After hours Entrance	✓
2	PD After hours hallway	✓
3	PD hall 1	✓
4	PD hall 2	✓
5	PD hall 3	✓
6	PD hall 4	✓
7	PD hall 5	✓
8	Dispatch Hall 1	✓
9	Dispatch Hall 2	✓
10	PD Admin Hall 1	✓
11	PD Admin Hall 2	✓
12	Court room 1	✓
13	Court room 2	✓
14	Judge hall 1	✓

	Location	Pass/Fail
15	Judge hall 2	✓
16	Judge hall 3	✓
17	Admin hall 1	✓
18	Admin hall 2	✓
19	Admin hall 3	✓
20	Admin hall 4	✓
21	Admin hall 5	✓
22	City hall entrance 1	✓
23	City hall entrance 2	✓

Inspector:

David Garland

Notes:

Battery Type - Unitech Ni-Cd AA900mAh 2.4 volt

City of Travelers Rest

Monthly Emergency Lighting test

Date Inspected

Oct 2023

by Street View



	Type	Location	Pass/Fail
26	Fluorescent	Judge hall 2	✓
27	Fluorescent	Judge hall 3	✓
28	Can light	Admin rear entrance door	✓
29	Fluorescent	Admin hall 1	✓
30	Fluorescent	Admin hall 2	✓
31	Fluorescent	Admin hall 3	✓
32	Fluorescent	City hall entrance 1	✓
33	Fluorescent	City hall entrance 2	✓
34	Fluorescent	City hall entrance 3	✓
35	Fluorescent	City hall entrance 4	✓
36	Can light	Court room Entrance	✓
37	Can light	Court room 1	✓
38	Can light	Court room 2	✓
39	Can light	Court room 3	✓
40	Can light	Court room 4	✓
41	Fluorescent	Court room 1	✓
42	Fluorescent	Court room 2	✓
43	Can Light	Outside at after hours entrance	✓
44	Fluorescent	After hours entrance hall	✓
45	Fluorescent	2 cell room	✓
46	Fluorescent	3 cell room	✓
47	Fluorescent	Booking Room	✓
48	Fluorescent	Booking Room	✓
49	Fluorescent	After hrs lobby	✓
50	Can light	Outside at admin entrance	✓

	Type	Location	Pass/Fail
1	Fluorescent	Patrol Room	✓
2	Can light	Outside Patrol room	✓
3	Can light	Outside locker room	✓
4	Can light	Outside supervisors room	✓
5	Can light	Outside Admin Captain	✓
6	Can light	Mid PD hall	✓
7	Can light	End PD hall	✓
8	Can light	Outside mens restroom	✓
9	Can light	Mens restroom 1	✓
10	Can light	Mens restroom 2	✓
11	Can light	Outside womens restroom	✓
12	Can light	Womens restroom 1	✓
13	Can light	Womens restroom 2	✓
14	Can light	Dispatch hall 1	✓
15	Can light	Dispatch hall 2	✓
16	Can light	Dispatch hall 3	✓
17	Can light	Dispatch hall 4	✓
18	Fluorescent	Dispatch	✓
19	Fluorescent	Dispatch UPS Room	✓
20	Can light	Locker room 1	✓
21	Can light	Locker room 2	✓
22	Can light	Locker restroom 1	✓
23	Can light	Locker restroom 2	✓
24	Can light	Locker restroom 3	✓
25	Fluorescent	Judge hall 1	✓

Notes:

Inspector:

City of Travelers Rest

Electric Vehicle Charger Test

Year: **2023/2024**

It Starts With



Clipper Creek Chargers - 1 - City Hall

						Proximity switch test		Initials
Month	Charge request test (Light On)	Simulate fault test (Fault lights on)	Line voltage (line 1)	Line voltage (line 2)	Combined line voltage	On (Approx 140 Ohms)	Off (Approx 400 ohms)	
July	✓	✓	121.4	120.7	210	139.8	401	Ans
August								
September	✓	✓	120.6	118.9	207.5	138.6	397.9	Ans
October	✓	✓	123.3	123.3	213.5	140.1	402.0	Ans
November								
December								
January								
February								
March								
April								
May								
June								

Clipper Creek Chargers - 2 - City Hall

						Proximity switch test		Initials
Month	Charge request test (Light On)	Simulate fault test (Fault lights on)	Line voltage (line 1)	Line voltage (line 2)	Combined line voltage	On (Approx 140 Ohms)	Off (Approx 400 ohms)	
July	✓	✓	121.7	122.8	211	139.3	401	Ans
August								
September	✓	✓	119.0	119.6	207.1	138.8	398.1	Ans
October	✓	✓	123.5	123.4	213.7	139.8	401.	Ans
November								
December								
January								
February								
March								
April								
May								
June								

Chargers - 1 - State Park Rd White

Proximity switch test

Month	Charge request test (Light On)	Simulate fault test (Fault lights on)	Line voltage (line 1)	Line voltage (line 2)	Combined line voltage	On (Approx 140 Ohms)	Off (Approx 400 ohms)	Initials
July	✓		122	122	246	NA	NA	AL
August								
September	✓		121.7	121.7	243.5	NA	NA	AL
October	✓	✓	123.7	123.8	246.1	NA	NA	AL
November								
December								
January								
February								
March								
April								
May								
June								

Chargers - 2 - State Park Rd Black

Proximity switch test

Month	Charge request test (Light On)	Simulate fault test (Fault lights on)	Line voltage (line 1)	Line voltage (line 2)	Combined line voltage	On (Approx 140 Ohms)	Off (Approx 400 ohms)	Initials
July	✓	✓	122	122	245	NA	NA	AL
August								
September	✓		121.6	121.8	243.5	NA	NA	AL
October	✓	✓	123.7	123.8	247.3	NA	NA	AL
November								
December								
January								
February								
March								
April								
May								
June								

Notes:

City of Travelers Rest



Week of: 10/2/2023

Daily Playground Inspection Checklist

	10/2	10/3	10/4	10/5	10/6
Adventure Park	Monday	Tuesday	Wednesday	Thursday	Friday
Check for and remove loose garbage, debris, broken glass, animal droppings, etc on play area ground surface	OK	OK		OK	OK
Check play structure for obvious signs of damage, vandalism, or broken parts.	OK	OK		OK	OK
Check for and remove skipping ropes or any other ropes or climbing devices which have been attached to, but are not a permanent part of the structure					
Rake material to replenish areas beneath swing bays, slide exits, fire poles etc					
Empty garage can located in the playground area	Emptied	Emptied		Emptied	Emptied

NIA - Needs Immediate Attention

Initials of inspector:

Evans	Evans		Evans	Evans
-------	-------	--	-------	-------

Action items or General comments:

City of Travelers Rest

Week of: 10/9/2023



Daily Playground Inspection Checklist

	10/9	10/10	10/11	10/12	10/13
Adventure Park	Monday	Tuesday	Wednesday	Thursday	Friday
Check for and remove loose garbage, debris, broken glass, animal droppings, etc on play area ground surface	OK	OK	OK	OK	OK
Check play structure for obvious signs of damage, vandalism, or broken parts.	OK	OK	OK	OK	OK
Check for and remove skipping ropes or any other ropes or climbing devices which have been attached to, but are not a permanent part of the structure					
Rake material to replenish areas beneath swing bays, slide exits, fire poles etc					
Empty garage can located in the playground area	Emptied	Emptied	Emptied	Emptied	Emptied

NIA - Needs Immediate Attention

Initials of inspector:

Evans	Evans	Ware	Evans	Evans
-------	-------	------	-------	-------

Action items or General comments:

City of Travelers Rest



Week of: 10/16/2023

Daily Playground Inspection Checklist

	10/16	10/17	10/18	10/19	10/20
Adventure Park	Monday	Tuesday	Wednesday	Thursday	Friday
Check for and remove loose garbage, debris, broken glass, animal droppings, etc on play area ground surface	OK	OK	OK	OK	OK
Check play structure for obvious signs of damage, vandalism, or broken parts.	OK	OK	OK	OK	OK
Check for and remove skipping ropes or any other ropes or climbing devices which have been attached to, but are not a permanent part of the structure					
Rake material to replenish areas beneath swing bays, slide exits, fire poles etc					
Empty garage can located in the playground area	Emptied	Emptied	Emptied	Emptied	Emptied

NIA - Needs Immediate Attention

Initials of inspector: Evans Evans Ware Evans Evans

Action items or General comments:

City of Travelers Rest

Week of: 10/23/2023



Daily Playground Inspection Checklist

	10/23	10/24	10/25	10/26	10/27
Adventure Park	Monday	Tuesday	Wednesday	Thursday	Friday
Check for and remove loose garbage, debris, broken glass, animal droppings, etc on play area ground surface	OK	OK	OK	OK	OK
Check play structure for obvious signs of damage, vandalism, or broken parts.	OK	OK	OK	OK	OK
Check for and remove skipping ropes or any other ropes or climbing devices which have been attached to, but are not a permanent part of the structure					
Rake material to replenish areas beneath swing bays, slide exits, fire poles etc					
Empty garage can located in the playground area	Emptied	Emptied	Emptied	Emptied	Emptied

NIA - Needs Immediate Attention

Initials of inspector:

Evans	Evans	Ware	Evans	Evans
-------	-------	------	-------	-------

Action items or General comments:

STATE OF SOUTH CAROLINA) INTERGOVERNMENTAL AGREEMENT
) FOR ROLES AND RESPONSIBILITIES
) UNDER NPDES MUNICIPAL
COUNTY OF GREENVILLE) STORMWATER PERMIT

This Intergovernmental Agreement for Roles and Responsibilities under NPDES Municipal Stormwater Permit (“Agreement”), is made and entered into this ____ day of _____, 20__ (“Effective Date”) by and between Greenville County, a body politic and political subdivision of the State of South Carolina (“County”) and the City of _____, a body politic and municipality of the State of South Carolina (“City”).

RECITALS

WHEREAS, County and City own and operate separate municipal stormwater systems (MS4s) within their respective jurisdictions and are required to obtain National Pollution Discharge Elimination System (NPDES) permit coverage for their stormwater discharges.

WHEREAS, County and City are co-permittees pursuant to NPDES Permit No. SCS230001 (“NPDES Permit”) issued by the South Carolina Department of Health and Environmental Control on June 4, 2021. The NPDES Permit requires County and City to enter into an intergovernmental agreement to “clearly identify the role and responsibility of co-permittees.”

WHEREAS, certain governmental functions may be more efficiently and effectively provided in cooperation with other governments, particularly when the sharing of such functions may deliver economies of scale, avoid redundancies in staffing, facilitate intergovernmental communication and coordination, benefit the citizens and taxpayers by offering single points of contact, and allow retention of highly trained and specialized staff or private contractors in situations in which it would not be cost effective for a single government to retain such professionals.

WHEREAS, Article VIII, Section 13 of the South Carolina Constitution provides that any county or incorporated municipality “may agree with . . . any other political subdivision for the joint administration of any function and exercise of powers and the sharing of the costs thereof” and that “[n]othing in this Constitution may be construed to prohibit . . . counties [or] incorporated municipalities . . . from agreeing to share the lawful cost, responsibility, and administration of functions with any one or more governments, whether within or without this State.”

WHEREAS, Section 4-9-41(A) of the South Carolina Code of Laws, 1976, as amended, provides that any “incorporated municipality ... may provide for the joint administration of any function and exercise of powers as authorized by Section 13 of Article VIII of the South Carolina Constitution.”

WHEREAS, the County and the City have determined that it would be effective and efficient to jointly administer the NPDES Permit to avoid duplication of services and recognize the benefits of collaboration and cooperation.

WHEREAS, the County and the City agree it is in the best interests of their citizens to enter into this Agreement defining roles and responsibilities under the NPDES Permit and authorizing the County to enforce its stormwater ordinances within the City's municipal boundaries.

NOW, THEREFORE, in consideration of the mutual covenants and promises contained herein, County and City agree as follows:

Section 1. Obligation to Comply with NPDES Permit

1.1 City acknowledges it is subject to the requirements of the NPDES Permit and shall work with and cooperate in good faith with the County to comply with all conditions of the NPDES Permit and the stormwater management program (SWMP) as specified herein.

1.2 City acknowledges it is solely responsible for NPDES Permit compliance with respect to the MS4 it owns or operates.

1.3 City acknowledges it is solely responsible for implementation of the stormwater management program (SWMP) within the municipal boundaries of the City, except where such responsibility has been assumed by the County pursuant to this Agreement.

Section 2. County Stormwater Management Program.

2.1 County has developed a comprehensive stormwater management program (SWMP) including pollution prevention measures, treatment or removal techniques, stormwater monitoring, use of legal authority, and other appropriate means to control the quality of storm water discharged from separate municipal stormwater systems. The SWMP is comprised of the following program elements:

(a) Stormwater Management Ordinance of Greenville County, as amended, codified at Chapter 8, Article III of the Code of Laws of Greenville County (the "County Code") and the stream buffer criteria for new developments codified at § 17-56 of the County Code (referred to collectively as the "Stormwater Management Ordinances").

(b) Stormwater Service Fees Ordinance of Greenville County, as amended, codified at Chapter 8, Article IV of the County Code.

(c) Stormwater Management Program (SWMP) Plan ("SWMP Plan") dated December 2021, details co-permittees' proposed actions to implement the eleven SWMP elements set forth in Part II.B of the NPDES Permit.

(d) Greenville County Storm Water Design Manual, the Illicit Discharge Detection and Elimination Standard Operating Procedure, and other necessary manuals and best management practices.

2.2 City hereby adopts the SWMP in its entirety and agrees to implement and enforce the SWMP within its municipal boundaries, subject to the terms and conditions of this Agreement. City shall adopt, update, and maintain adequate legal authority through ordinances, resolutions, and intergovernmental agreements as necessary to implement and enforce the SWMP within its

municipal boundaries. All costs of administering and defending such ordinances and resolutions shall be borne solely by City.

Section 3. County Responsibilities.

3.1 Administrative Leadership. County will assume administrative leadership over NPDES Permit negotiations and the development, review and modifications of the SWMP.

3.2 Convene Working Group. County will convene a co-permittee working group, led by the County's Land Development Division, which shall meet at least twice annually to assess and define necessary work tasks to comply with the terms and conditions of the NPDES Permit. The working group will include City representatives. Additional meetings will be held based on the needs of the group.

3.3 Annual Report. County will coordinate the preparation and submittal of the annual report required by the NPDES Permit to be submitted to DHEC by February 28 of each year. County is not responsible for the quality of data and other materials submitted by City for inclusion in the annual report.

3.4 Designated Representative. County will serve as City's designated representative pursuant to Part IV. D of the NPDES Permit. City will provide accurate and timely information to the County for inclusion in the annual system-wide report. County shall not be responsible for the quality or accuracy of the data provided by the City.

3.5 County Services. County will be responsible for the NPDES Permit compliance activities identified in Exhibit "A" which is attached hereto and incorporated herein ("County Services"). County Services may be revised from time to time as required by the NPDES Permit. Any such revisions shall be agreed to in writing by the City and made a part of this Agreement.

3.6 Enforce Stormwater Management Ordinances. County will enforce the Stormwater Management Ordinances within the municipal boundaries of the City including but not limited to conducting inspections and monitoring activities to ensure ongoing compliance with the stormwater management regulations; issuing notices of violation, penalties, fines, or enforcement actions for non-compliance with stormwater management requirements. County will charge a reasonable fee for inspections, which shall be the same fee charged within the unincorporated area of the County.

3.7 Review Development Plans and Issue Permits. County will review proposed development plans and land disturbance requests submitted by developers and property owners within the City for compliance with the Stormwater Management Ordinances, including stream buffer requirements for new developments. County will charge a reasonable fee for plan review, which shall be the same fee charged within the unincorporated area of the County. Upon satisfactory review and compliance with the Stormwater Management Ordinances, County will issue the necessary permits on behalf of the City.

3.8 Collect Stormwater Utility Fees. County will charge and collect the stormwater utility fees set forth in the Stormwater Service Fees Ordinance within the City's municipal boundaries in the same manner the County collects the same within the unincorporated area of the County. County

shall have the authority to enforce and administer the fee collection process in accordance with applicable laws and regulations and shall deposit the same in the County's stormwater enterprise fund.

Section 4. City Responsibilities.

4.1 Cooperate with County. City will cooperate with the County, including regular attendance and participation in co-permittee meetings, participation in the NPDES Permit negotiations process, as needed. City will cooperate with County and provide reasonable assistance in enforcing the SWMP. City will provide necessary management and planning input to ensure that contributions of pollutants to the MS4s are limited and the pollutant issues described in the NPDES Permit are addressed.

4.2 Participate in Working Group. City will assign its City Manager and Director of Public Works (or equivalent positions) to participate in the co-permittee working group.

4.3 City Documentation. City will provide the County with all relevant information, documentation, and records necessary to enforce the Stormwater Management Ordinances and stream buffer criteria for new developments effectively within City's municipal boundaries.

4.4 City Services. City will be responsible for the NPDES Permit compliance activities identified in Exhibit "B" which is attached hereto and incorporated herein ("City Services"). City Services may be revised from time to time as required by the NPDES Permit. Any such revisions shall be agreed to in writing by County and made a part of this Agreement.

4.5 Record Keeping. City is responsible for keeping accurate records of City's required NPDES Permit compliance activities and providing the data and other required materials to County for inclusion in the annual report.

Section 5. City Authorization.

5.1 Authorization. City Authorizes County to do all things reasonably necessary to carry out the responsibilities listed under Section 3 of this Agreement, including but not limited to:

- (a) providing the County Services;
- (b) accessing and conducting routine inspections of City's MS4 and monitoring all outfalls located within City's municipal boundaries;
- (c) enforcing the Stormwater Management Ordinances;
- (d) reviewing proposed development plans and land disturbance requests and issuing permits pursuant to the Stormwater Management Ordinances;
- (e) charging and collecting the stormwater utility fee structure set forth in the Stormwater Utility Fee Ordinance; and

(f) serving as City's designated representative pursuant to Part IV. D of the NPDES Permit.

5.2 Exclusion. The following activities are specifically excluded from the City's delegation of authority to the County:

(a) City is responsible for reviewing proposed development plans to ensure compliance with City's zoning, building code and floodplain requirements. City agrees to participate in preconstruction meetings with County development staff; provide any pre-permit reviews of any applicable City ordinances or regulations other than the Stormwater Management Ordinances; provide certification (where necessary) that said plans are in accordance with City ordinances.

(b) Any proposed new developments or land disturbing activity undertaken by City will be reviewed and permitted by the South Carolina Department of Health and Environmental Control.

(c) County shall not be responsible for the quality or accuracy of the data provided by the City.

Section 6. Miscellaneous.

6.1 Liability. City is responsible for all terms and conditions of the NPDES Permit within its municipal boundaries, and will be subject to enforcement actions resulting from non-compliance, with the exception of those activities identified in this Agreement that are to be performed on behalf of City by the County. County assumes responsibility for completion of those tasks identified in this Agreement to the extent City provides all required documentation or other supporting information to the County in a timely manner.

6.2 Severability. If any section, subsection, sentence, clause, phrases, or portion of this Agreement are for any reason held invalid or unconstitutional by any court or competent jurisdiction, such provisions and such holding shall not affect the validity of the remaining portions of this Agreement.

6.3 Notice. Any notice, demand, request, consent, approval or communication which a Party is required to or may give to the other Party hereunder shall be in writing and shall be delivered or addressed to the other at the address below set forth or to such other address as such Party may from time to time direct by written notice given in the manner herein prescribed, and such notice or communication shall be deemed to have been given or made when communicated by personal delivery or by independent courier service or if by mail on the fifth (5th) business day after the deposit thereof in the United States Mail, postage prepaid, registered or certified, addressed as hereinafter provided.

If to the County:

Greenville County
Attn: County Administrator
301 University Ridge, Suite N-4000
Greenville, SC 29601

With copy to:

Greenville County Engineer
Land Development Division
301 University Ridge, Suite S-3300
Greenville, SC 29601

If to the City:

6.4 Applicable Law. This Agreement shall be construed in accordance with the laws of the State of South Carolina.

6.5 Binding Agreement. This Agreement constitutes the entire Agreement between the Parties and any modification shall be in writing and signed by both the City and the County. This Agreement shall inure to the benefit of and shall be binding in accordance with its terms upon the Parties and their respective successors and assigns.

6.6 Term. The term of this Agreement shall be simultaneous with and for the same duration as the NPDES Permit term (generally 5 year terms) and this Agreement shall be automatically renewed when the NPDES Permit is also renewed unless one of the parties to this Agreement gives written notice to the other of its intent to terminate. Said notice must be given at least 180 days in advance, in writing.

6.7 Termination of Prior Agreements. All prior agreements between County and City regarding roles and responsibilities under the NPDES Permit are hereby terminated and superseded by this Agreement.

6.8 Conflicts with the NPDES Permit. If any part of this Agreement is found to be in conflict with the requirements of the NPDES Permit, the requirements of the NPDES Permit take precedence. County and City agree to work cooperatively to rectify any such conflicts, should they arise.

IN WITNESS WHEREOF, the Parties hereto have executed this Agreement as of the Effective Date.

[Signature Page to Follow]

CITY OF _____

ATTEST:

By: _____

Its: _____

By: _____

Its: _____

GREENVILLE COUNTY

By: _____

Its: _____

ATTEST:

By: _____

By: _____

Its: _____

Its: _____

Exhibit “A”
County Services

1. Structural Controls and Storm Water Collection System Operation:
 - a. continue to update county-wide outfall inventory database and water quality BMP inventory database;
 - b. perform inspections and enforcement of publicly and privately owned stormwater collection systems.
2. Areas of New Development and Significant Redevelopment:
 - a. review local codes and land development ordinances to identify opportunities to reduce stormwater impacts of new development and areas of significant redevelopment on water quality;
 - b. review and reprioritize, as necessary, water quality, problems, areas, and pollutants of concern (POC);
 - c. update design manual, as needed;
 - d. provide guidance documents for the owner/operators of stormwater quality management facilities;
 - e. maintain a permit tracking system;
 - f. track inspections and maintenance activities performed by private owners;
 - g. implement the IDEAL Model to manage and quantify post-construction water quality load.
3. Existing Roadways:
 - a. revise the Roadway Runoff Management Plan activities with modifications to address water quality, as needed;
 - b. coordinate with SCDOT stormwater program.
4. Flood Control Projects:
 - a. provide an assessment of additional water quality benefits realized from the floodplain management program;
 - b. enforce the County stream buffer criteria for new developments.
5. Municipal Waste Treatment, Storage, or Disposal Facilities:
 - a. develop a Stormwater Pollution Prevention Plan (SWPPP) for City-owned or operated waste, treatment, storage, or disposal facilities that have a high potential to generate stormwater pollutants;
 - b. review and update employee training program for appropriate employees involved in the implementation of pollution prevention and good housekeeping practices at City-owned or operated municipal waste treatment, storage, or disposal facilities.
6. Illicit Discharges and Improper Disposal.

- a. continue to implement a program to detect and eliminate (or require the discharger to the MS4 to eliminate) illicit discharges and improper disposal into the MS4;
- b. enforce the Greenville County Stormwater Management Ordinances;
- c. continue the dry weather field screening program;
- d. investigate suspected illicit discharges and improper disposal including corrective action and elimination;
- e. develop a spill prevention protocol;
- f. continue to implement a public notification program.

7. Industrial Runoff:

- a. continue to implement an Industrial Runoff Program to monitor and control pollutants in stormwater discharges to MS4 from industrial facilities.

8. Construction Site Runoff:

- a. develop county-wide uniform rules, regulations and manuals for construction site runoff control and post-construction stormwater management for development and re-development.
- b. provide plan review, site inspections and enforcement for construction site runoff control and post-construction stormwater management for development and re-development.

9. Monitoring:

- a. continue to develop and implement monitoring and assessment programs including TMDL, impaired waters and ambient monitoring.

10. Public Education:

- a. develop and implement a county-wide public education and outreach program including litter, nutrients, e-coli, oil, yard clippings and the correct use of pesticides, herbicides, and fertilizers.
- b. coordinate a county-wide public involvement program.

Exhibit “B”
City Services

1. Structural Controls and Storm Water Collection System Operation:
 - a. maintain all City-owned or operated structural stormwater controls according to the maintenance specifications for the feature.
 - b. provide a description of maintenance activities and a maintenance schedule for structural controls to reduce pollutants (including floatables) in discharges from its MS4.
2. Existing Roadways:
 - a. operate and maintain City streets in a manner to reduce the discharge of pollutants, including pollutants related to deicing and sanding activities; implement a litter control program.
3. Flood Control Projects:
 - a. review new stormwater master plans to assess water quality impacts on receiving water for all flood management;
 - b. seek opportunities for water quality improvement when conducting flood control and channel stabilization projects;
 - c. use bio-engineering techniques and vegetation for channel stabilization projects.
4. Municipal Waste Treatment, Storage, or Disposal Facilities:
 - a. implement a Stormwater Pollution Prevention Plan (SWPPP) for City-owned or operated waste, treatment, storage, or disposal facilities that have a high potential to generate stormwater pollutants;
 - b. review and update employee training program for appropriate employees involved in the implementation of pollution prevention and good housekeeping practices at City-owned or operated municipal waste treatment, storage, or disposal facilities;
 - c. ensure that all applicable City staff positions attend appropriate employee training;
 - d. ensure that all new employees receive appropriate training during employee orientation using training PowerPoint presentations provided by the County.
5. Application of Pesticides, Herbicides, and Fertilizers (PHFs):
 - a. Greenville County Soil and Water Conservation District will develop and implement an education program to reduce, to the MEP, pollutants in discharges from municipal separate storm sewers associated with the application of PHFs;
 - b. City will implement the education program within the City;
 - c. ensure City staff who apply PHFs are trained and certified by the Clemson University Regulatory Program for licensed commercial PHF applicators and distributors, as required by state law.

6. Illicit Discharge and Improper Disposal:

- a. assist the County in spill prevention and response activities by using City labor, equipment, and materials for emergency situations within the City including spill response activities on City roads;
- b. implement spill prevention and response procedures for appropriate City personnel;
- c. if the City is the initial discoverer of a spill, quickly assess the nature of the spill and promptly report it to the appropriate authority;
- d. document spill response activities undertaken by the City;
- e. ensure that all applicable City staff positions attend appropriate training for their duties to prevent and minimize the discharge of pollutants into waterways.
- f. coordinate with Renewable Water Resources (ReWa) on the implementation of a Sanitary Sewer Seepage and Infiltration Control Program;
- g. address the removal of sanitary sewer illicit discharges by controlling spills and/or repairing breaks in a timely manner and providing record-keeping of these events; provide assistance to the County and DHEC in addressing the removal of illicit discharges sources by reporting problem sites to the County when found.

7. Construction Site Runoff.

- a. assist in compliance of the NPDES General Permit for Stormwater Discharges from Construction Activities by following the procedures in the co-permittee Construction Compliance Manual.

8. Monitoring:

- a. continue to actively participate in the Reedy River Water Quality Group.

9. Education and Outreach.

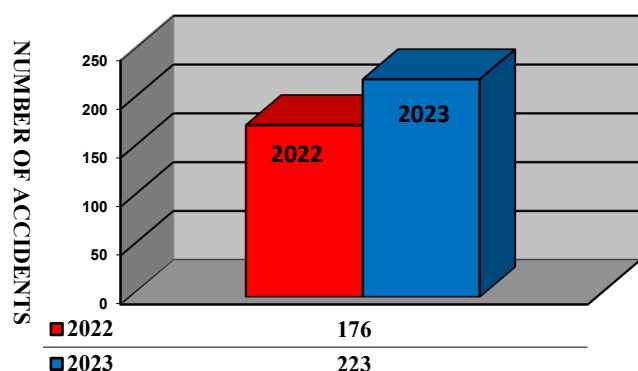
- a. continue to participate in public education and outreach programs by including County-prepared articles and materials in City publications, displaying County-prepared brochures in City offices year-round;
- b. sponsoring or participating in two Greenville County Soil and Water Conservation District (GCSWCD) education events per calendar year;
- c. hosting and advertising one listening session/focus group per permit cycle within the City to ensure that the Public Education and Outreach and Public Involvement/Participation programs remain relevant and effective.

Travelers Rest Police Department October Monthly Report 2023

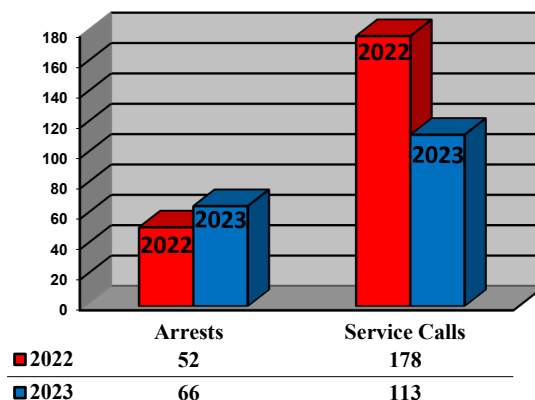
MOTOR VEHICLE COLLISIONS AND WALMART CALLS, ARRESTS, AND TOWED VEHICLES

CRIME	October 2023	October 2022	Amt. of Change	Percent Change	YTD 2023	YTD 2022	Amt. of Change	Percent Change
Total MVC	29	25	+4	+16	223	176	+47	+26
MVC W/ Injury	4	10	-6	-60	67	52	+15	+28
Wal-Mart Shoplifting Arrests	4	8	-4	-50	66	54	+12	+22
Wal-Mart Service Calls	12	16	-4	-50	113	178	-65	-36
Wal-Mart Cars Towed	0	0	0	0	4	4	0	0

ACCIDENTS REPORTED



WAL-MART SHOPLIFTING ARRESTS AND SERVICE CALLS



October Crime Stats

· Murder	0
· Rape	0
· Robbery	0
· ABHAN	0
· Assault & Battery	4
· Burglary	0
· Larceny	8
· Motor Vehicle Theft	1
· Arson	0
· Narcotics Violations	5
· DUI	3

Miscellaneous Service Calls:

Animal Calls:	17
Code Enforcement:	5
Public Intoxication:	0
City Events:	9

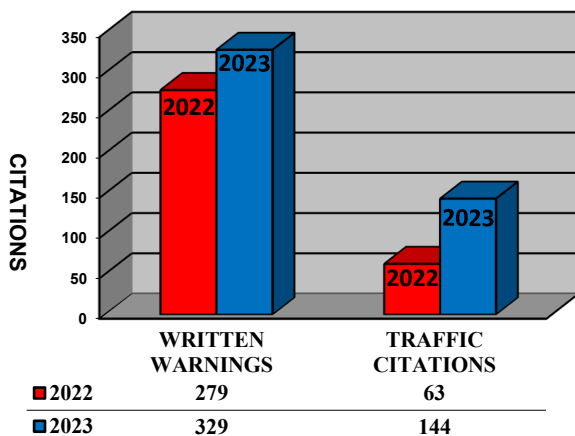
Monthly Warrants:

Warrants Issued:	15
Warrants Served:	15

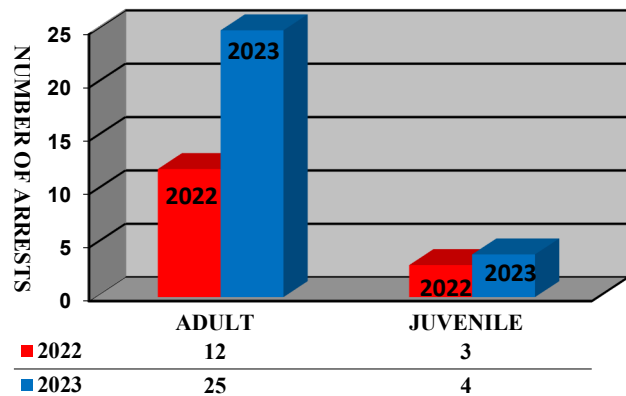
CITATIONS AND WARNINGS FOR OCTOBER

VIOLATION	CITATIONS	WARNINGS
No Seat Belt	2	
No Child Restraint	2	
Speeding Under 10 mph	35	
Speeding Over 10 mph and Under 25 mph	26	
Speeding Over 25	3	
Disregard Sign/Signal	8	
Insurance Violations	9	
Other Moving Violations	59	
Total	144	329

WRITTEN WARNING & TRAFFIC CITATIONS



ADULT & JUVENILE ARRESTS



CRIMINAL OFFENSES REPORTED YEAR TO DATE

CRIME	**2023 To Date	2022	2021	2020	2019
Murder	0	0	0	0	1
Rape	1	0	0	0	1
Robbery	0	0	1	1	1
Assault/Battery HAN	4	1	1	1	2
Assault/Battery	35	40	21	21	42
Burglary	6	10	9	7	7
Larceny	60	52	70	69	100
Motor Vehicle Theft	5	7	12	0	12
Arson	0	0	0	0	1
Narcotic Violations	72	45	48	49	91
DUI	68	23	13	15	22
Total	251	178	175	171	308
Total Calls for Service	15,297	7220	7773	7772	8753

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

October Downtown Safety Report

MAIN STREET

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	10	57
Other Moving Violations	9	37

N. POINSETT HIGHWAY

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	9	22
Other Moving Violations	2	9

CENTER STREET

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	0	0
Other Moving Violations	0	3

MCELHANEY ROAD

VIOLATION	CITATIONS	WARNINGS
Speeding Violations	4	7
Other Moving Violations	2	4

WILLIAMS ROAD

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

October

Downtown Safety Report



SPEED TRAILER DEPLOYMENT

DAYS: 31

LOCATIONS: 1

DOWNTOWN
FOOT PATROL
HOURS: 42



Copyright by Signe Wilkinson

Travelers Rest Fire Dept.

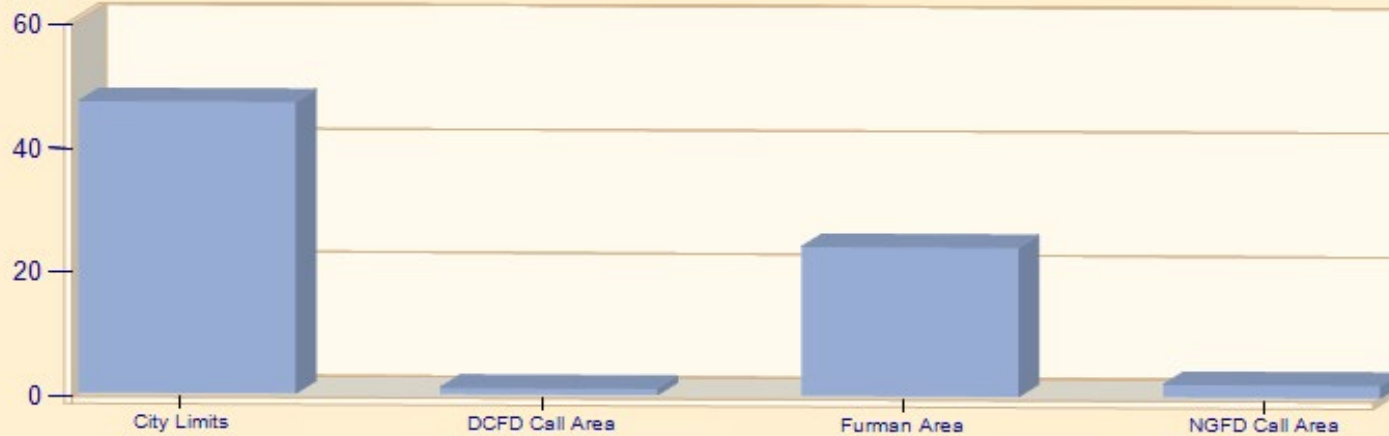
Travelers Rest, SC

This report was generated on 11/1/2023 9:26:47 AM



Incident Type Count per Zone for Date Range

Start Date: 10/01/2023 | End Date: 10/31/2023



ZONES	INCIDENT TYPE	COUNT
City Limits - City Limits		
	321 - EMS call, excluding vehicle accident with injury	27
	322 - Motor vehicle accident with injuries	3
	324 - Motor vehicle accident with no injuries.	1
	422 - Chemical spill or leak	1
	462 - Aircraft standby	1
	554 - Assist invalid	3
	611 - Dispatched & cancelled en route	4
	743 - Smoke detector activation, no fire - unintentional	2
	744 - Detector activation, no fire - unintentional	4
	745 - Alarm system activation, no fire - unintentional	1
	Total Incidents for City Limits - City Limits:	47
DCFD Call Area - Duncan Chapel FD Jurisdiction		
	322 - Motor vehicle accident with injuries	1
	Total Incidents for DCFD Call Area - Duncan Chapel FD Jurisdiction:	1
Furman Area - Furman Area		
	321 - EMS call, excluding vehicle accident with injury	10

	611 - Dispatched & cancelled en route	3
	733 - Smoke detector activation due to malfunction	2
	743 - Smoke detector activation, no fire - unintentional	3
	744 - Detector activation, no fire - unintentional	6
	<i>Total Incidents for Furman Area - Furman Area:</i>	<i>24</i>
NGFD Call Area - North Greenville FD Jurisdiction		
	611 - Dispatched & cancelled en route	2
	<i>Total Incidents for NGFD Call Area - North Greenville FD Jurisdiction:</i>	<i>2</i>
Total Count for all Zone:		74

Travelers Rest Fire Dept.

Travelers Rest, SC

This report was generated on 11/1/2023 9:22:57 AM



Occupancies Inspected for Date Range

Start Date: 10/01/2023 | End Date: 10/31/2023

OCCUPANCY	ID	ADDRESS	ZONE	LAST INSPECTION
Borgeson	276	9 Krieger DR		10/03/2023
Daves Barber Shop	340	312 N Poinsett HWY #A		10/03/2023
Furman Administration / Admissions	100	410 Furman Mall AVE	Inside Furman Campus	10/23/2023
Furman Chapel	114	455 Furman Mall AVE	Inside Furman Campus	10/23/2023
Furman Cherrydale Alumni House	115	998 Cherrydale Alumni LN	Inside Furman Campus	10/23/2023
Furman Duke Library	150	795 Mary Peace Sterling CIR	Inside Furman Campus	10/23/2023
Furman Facilities Bldg, Central Plant, Storage	122	1380 Carl Crowson DR	Inside Furman Campus	10/04/2023
Furman Farmer Hall	127	2600 Duncan Chapel RD	Outside Furman Campus	10/23/2023
Furman Furman Hall	525	410 Furman Hall AVE	Inside Furman Campus	10/23/2023
Furman Fleming Center For Continuing Ed	119	3300 Poinsett HWY		10/23/2023
Furman Johns Hall	141	3300 Poinsett HWY		10/23/2023
Furman Montague Village	152	3300 Poinsett HWY		10/23/2023
Furman North Village I F (24 Apts)	158	3300 Poinsett HWY		10/31/2023
Furman Physical Activities Center	168	3300 Poinsett HWY		10/23/2023
Furman Riley Hall	517	3300 Poinsett HWY		10/23/2023
Furman South Housing Complex (L) Blackwell (96 Units)	180	3300 Poinsett HWY		10/30/2023
Furman Tennis Center and Storage Building	187	3300 Poinsett HWY		10/23/2023
Furman Townes Science Center	190	3300 Poinsett HWY		10/23/2023
Furman Townes Science Center Greenhouse	191	3300 Poinsett HWY		10/23/2023
Furman Younts Conference Center	207	3300 Poinsett HWY		10/23/2023
Hunt Orthodontics	472	6708 State Park RD #A		10/05/2023
Lct	388	150 S End CIR		10/05/2023
Risen Church	315	121 N Poinsett HWY		10/17/2023
Springbrook Behavioral Health	265	1 Havenwood LN		10/03/2023
Travelers Rest High School	299	301 N Main ST		10/05/2023
VIS , LLC	649	6701 Statepark RD		10/05/2023

of Occupancies Inspected: 26

% Occupancies Inspected: 4.89

Included occupancies are those that have a LOCKED inspection on record for the date range provided.

MY HERO

Every day the men and women of the Travelers Rest Fire Department put their lives in harm's way to protect our lives.

On Thursday October 20, 2022 as an Insurance Benefits Counselor, I had given a presentation to the Travelers Rest Firefighters to explain insurance benefits. Upon finishing the Group Presentation, I was standing at the podium with my laptop explaining benefits to Fire Engineer Christopher Smith, I turned and said to him "I feel dizzy". Smith immediately caught me as I passed out which prevented me from a serious injury as I fell. When I opened my eyes there were Fire Engineer Smith and Captain Lee Perkins looking after me. Immediately they relied on their professional training and began asking me questions and checking me out while at the same time calling EMS to take me to the ER. Fortunately, all my tests at the ER were fine and am now back to work. Am sharing this to express my gratitude to the Travelers Rest Fire Department for serving our community and especially for Fire Engineer Smith protecting me from a fall that could have caused me a serious injury. Christopher Smith will forever be called "MY HERO". God puts people in our lives for a reason and on that day professional firefighter Smith was that person, and for that I am forever grateful to him.

Dianne Chambers

October 28, 2022

To the Firefighters of Travelers Rest.

My family and I were just at the station this morning to drop off some cupcakes and show our two young boys the firetrucks. During our visit a call came in and we rushed to get out of your way. That experience left me with very intense emotions and as I drove to work I was itching for pen and paper to express my pensive thoughts. My first reaction of immediate adrenaline rush was as a mom to get my boys off to the side and out of the way and to safety as you pulled out. Next was to quell their anxiety of the startling shift and finally to talk to my 6 year old about how every second counts and you all were off to do a very important job of helping people. We've always taught them that when you pass on the road, the firefighters are off to save someone.

But standing there in the bay, even as an adult, it's hard not to be enamored with the shiny red trucks and all their valves + gadgets. However, watching a call come in and feeling that shift happen live, left me with a sense of immense gratitude and realization that this career must take such a toll on your mental and physical being.

It took my own racing heart and shaky pulse a while to come down and I can't imagine putting yourself in that role time and time again in the name of service to others.

One minute we were having a friendly interesting chat about electric tools and the age of the trucks and the next second was all business. That must be so challenging to have that immediate shift of focus and I commend you for the fortitude you must summon repeatedly.

I'm sure it must be tiring to be viewed in such over glorification of shiny red trucks and brave heroes, so I must share that I see the many complicated layers of your lives.

My husband is the athletic trainer for the Furman Basketball team and while it too is a fun exciting job on the outside, he is gone a lot from his family when practice is in full swing and the season of road trips are long. Kudos to your wives, girlfriends, significant others and your children for their sacrifices as well. For they miss you when you are gone serving others, especially knowing you are putting your lives in potential danger.

I would be honored to share any additional tickets to Furman games that I receive throughout the season so you may enjoy a night of fun with your family. The balance between your two worlds of career and home life must be taxing and maybe this would be a nice respite.

Thank you for a glimpse into the realities of your day, this morning has left a deep impression on me. As I'm sure it did as well on my 6 year old son. He is deeply feeling like me and I think he is at an age where more pieces of the puzzle click regarding actuality of certain situations.

May we always be blessed with people such as yourselves who are willing to sacrifice so much to keep our community safe. We are deeply indebted to you and thank you for your service.

Sincere Wishes,

Missy Gaines

(If you are interested in any tickets we may have, they have gone digital and would need a point of contact to "send" them to. Reach out to me at 419-233-3470.) ☺

Travelers Rest Building Permit Report

Summary Report By Month 2023

	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEP	OCT	NOV	DEC	YTD '23
PERMITS ISSUED:													
RESIDENTIAL NEW CONSTRUCTION (SFD, Townhouse, Condo)	5	8	9	2	13	2	1	5	24	5			74
COMMERCIAL NEW CONSTRUCTION	-	-	-	-	-	-	-	-	-	-			-
STAND ALONE PERMITS (Electrical/Mechanical/Plumbing)	1	8	11	14	18	11	7	12	18	4			104
SIGN PERMITS	2	2	1	-	-	1	2	3	3	-			14
RESIDENTIAL RENOVATION	3	1	3	1	2	2	2	2	8	4			28
COMMERCIAL RENOVATION	2	2	2	1	4	2	2	4	4	-			23
DEMOLITION	1	-	1	-	-	-	1	-	-	-			3
OCCUPANCY/TENANT	1	-	-	-	-	1	-	1	1	-			4
TOTAL PERMITS ISSUED	15	22	27	18	37	19	15	27	58	13			251
FEES COLLECTED:													
RESIDENTIAL NEW CONSTRUCTION (SFD, Townhouse, Condo)	7,390	10,400	16,563	3,072	11,670	3,864	2,935	11,538	23,363	6,829			97,624
COMMERCIAL NEW CONSTRUCTION	-	-	-	-	-	-	-	-	-	-			-
STAND ALONE PERMITS (Electrical/Mechanical/Plumbing)	842	681	1,505	3,370	3,233	1,577	2,503	2,071	1,633	1,311			18,726
SIGN PERMITS	100	100	50	-	-	130	150	382	150	-			1,062
RESIDENTIAL RENOVATION	518	224	1,185	484	735	992	850	1,100	2,598	958			9,644
COMMERCIAL RENOVATION	9,087	12,367	25,355	4,261	5,302	2,325	371	12,295	4,098	-			75,461
DEMOLITION	50	-	50	-	-	-	50	-	-	-			150
OCCUPANCY/TENANT	40	-	-	-	-	40	-	40	40	-			
PLAN REVIEW	910	2,075	8,896	-	1,138	300	7,635	3,394	9,722	-			34,070
TOTAL FEES COLLECTED	\$ 18,937	\$ 25,817	\$ 53,604	\$ 11,187	\$ 22,108	\$ 9,228	\$ 14,494	\$ 30,820	\$ 41,604	\$ 9,098			\$ 236,897
INSPECTIONS PERFORMED:													
ELECTRICAL	36	46	37	40	37	65	48	90	55	44			498
PLUMBING	20	23	38	43	30	71	33	44	43	39			384
MECHANICAL	16	25	36	41	36	117	68	58	56	30			483
BUILDING	48	35	67	41	64	84	63	46	58	62			568
CERTIFICATE OF OCCUPANCY	5	4	12	27	12	17	2	9	15	10			113
DEMOLITION	-	-	-	-	-	-	-	1	-	-			1
TOTAL INSPECTIONS PERFORMED	125	133	190	192	179	354	214	248	227	185			2,047
CODE ENFORCEMENT CASES:													
NEW CASES	6	13	3	4	8	6	3	5	2	0	0	0	50
ACTIVE CASES	1	2	0	2	4	2	3	5	1	0	0	0	20
CLOSED CASES	5	11	3	2	4	4	3	0	1	0	0	0	33

DUE DATE:

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

FORM **C-404** U.S. DEPARTMENT OF COMMERCE
(9-9-2020) U.S. CENSUS BUREAU

Title 13, United States Code, Sections 131 and 132, authorizes the Census Bureau to conduct this collection and to request your voluntary assistance. These data are subject to provisions of Title 13, United States Code, Section 9(b) exempting data that are customarily provided in public records from rules of confidentiality. This collection has been approved by the Office of Management and Budget (OMB). The eight-digit OMB approval number is 0607-0094 and appears at the upper right of this page. Without this approval we could not conduct this survey. 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. More information about this estimate and an address where you may write with comments is on the back of this form.

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

Username:

Password:

1. PERIOD IN WHICH PERMITS WERE ISSUED

October 2023

2. GEOGRAPHIC COVERAGE (For our latest information on your office's coverage, see 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, detached and attached (must meet the following criteria: no unit above or below the other; wall extends from ground to roof; and, separate utilities for each unit) (Exclude manufactured HUD-inspected homes.)		5	1556802
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	Address			
City, State, ZIP Code	City, State, ZIP Code			
Kind of building	Name			
Site address	Address			
City, State, ZIP Code	City, State, ZIP Code			

5. COMMENTS (Continue on a separate sheet)

6. PERSON TO CONTACT REGARDING THIS REPORT

E-mail address
RENEE@TRAVELERSRESTSC.COM

Name
Renee Smouse

Internet web address
WWW.TRAVELERSRESTSC.COM

Telephone
864 834 8740

Fax

See instructions on reverse side.

MUNICIPAL COURT REMITTANCE FORM FOR STATE'S PORTION OF REVENUE

To City Treasurer of Travelers Rest

For The Month Of OCTOBER 2023

Municipal Court Cases

Total Fines		\$	<u>4,520.49</u>
Conviction Surcharges		\$	<u>225.00</u>
DUI Assessment		\$	<u>474.00</u>
DUS Assessment	\$ _____	\$	<u>100.00</u>
Insurance Fraud (See Form A)	\$ _____		
Cruelty to Animals (See Form B)	\$ _____		
Wildlife	\$ _____		
Size & Weight	\$ _____		
Carrier of Household Goods and Hazardous Waste	\$ _____		
Other Assessments		\$	<u>7,160.12</u>

Transfer Cases from General Sessions Court

Fines	\$	_____
Conviction Surcharge	\$	_____
DUI Assessment	\$	_____
Other Assessments	\$	_____
Bond Estreatments	\$	_____
TOTAL	\$	<u>12,479.61</u>

Signed J. Twitty
Municipal Judge

Date November 2, 2023

ATTACHMENT F

Total Amount Allocated to State \$ 7,158.70

Total Amount Allocated to Victim Assistance Fund \$ 800.42



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
DUI/DUS/BUI - ASSESSMENTS/SURCHARGES/ PULLOUT					
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
SURCHARGES					
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
OTHER ASSESSMENTS - STATE SHARE					
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	TOTAL REVENUE DUE TO STATE TREASURER				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	TOTAL RETAINED FOR VICTIM SERVICES				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. If form is filed by fax, please confirm with Marty Woods (Phone: 803.734.2657) **PRIOR** to transmission.

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
Parkside Village	Hwy	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
					12.05	72	

Approved Projects In Permitting

Project Name	Address	Status	Zoning	Type	Acreage	Units	Density
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
					104.50	219	

Projects Under Construction

Project Name	Address		Zoning	Type	Acreage	Units	Density
Gateway Village	Hawkins Rd		TH	Townhomes	11.90	58	4.87
Magnolia Cottages Ph II	Magnolia Dr and Thomas Dr		R-M	Townhomes	1.11	22	19.82
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	242	

Short Term Rentals/Lodging Projects

Approved in October 2023	Total Approved
0	31

Swamp Rabbit Trail Counter

October 2023 Counts		October 2023 Trends			2023 Year to Date (*3/1/23)	
On Bikes	21,743	Weekdays	23,439	59%	On Bikes	167,892
On Foot	18,123	Weekends	16,427	41%	On Foot	127,361
Total	39,866	Highest Single Day	2,599	Sat 10/28	Total	295,253
Daily Average	1,286	Lowest Single Day	587	Tue 10/31	Daily Average	1,205



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

PLANNING COMMISSION

REGULAR MEETING

AGENDA

DATE OF MEETING: **October 26, 2023**

TIME OF MEETING: 6 PM

LOCATION: Council Chambers

1. OPENING

- a. Call to Order & Opening Remarks
- b. Roll Call
- c. Approval of Minutes – September 28, 2023

2. NEW BUSINESS

- a. Five Year Comprehensive Plan Review – Priority Investment Element
- b. Comprehensive Plan Survey update – Available at travelersrestsc.com/businesses/plans-projects
- c. Resolution of the City of Travelers Rest Planning Commission for the 2018 Comprehensive Plan as amended
- d. TR-23-03 – Zoning Use Table Text Amendment - The City of Travelers Rest is proposing to revise certain sections of the City of Travelers Rest Zoning Ordinance, including Section 5:1.3 - Use Table and Article 6 – General Provisions, as well as other adjustments and changes thereto

3. OTHER BUSINESS

- a. N/A

4. ADJOURN

MINUTES
TRAVELERS REST PLANNING COMMISSION
9/28/2023
6:00 PM Council Chambers

MEMBERS PRESENT: Evan Cantrell, Michelle Garrison, Diane Maxwell, Don Watson

MEMBERS ABSENT: Chair Rebecca Cooper, Vice Chair Tony Rackley, Bryan Haffey

STAFF PRESENT: Mike Forman

PUBLIC PRESENT: Three members of the public were present

1. OPENING

- a. **Call to Order/Opening Remarks:** Commissioner Garrison presided as chair and 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 August 24, 2023 meeting was motioned for approval by Commissioner Maxwell and seconded by Commissioner Watson. No discussion. Motion passed 4-0.

2. NEW BUSINESS

- a. **Five Year Comprehensive Plan Review – Land Use and Resiliency**
Staff presented the next two chapters of the 2018 Comprehensive Plan review for discussion via power point.
- b. **Five Year Comprehensive Plan Review – Survey**
Staff presented that over 400 surveys were completed at the time of the meeting, more than twice the amount of surveys received in 2018.

3. OTHER BUSINESS

- a. Discussion of potential upcoming zoning text amendments. Staff indicated to the commission that they should expect to see a zoning text amendment at their next regularly scheduled meeting. The purpose of the text amendment was to update the Use Table to permit certain uses not currently permitted, specifically tattoo parlors.

4. ADJOURN:

Motion to adjourn at 6:19PM made by Commissioner Cantrell and seconded by Commissioner Watson. Motion passed 4-0.



2023 Comprehensive Plan Review

Priority Investment Element

2023 Comprehensive Plan Review Schedule

June 29, 2023: Population and Housing

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

August 24, 2023: Transportation and Economic Development

September 28 2023: Land Use and Resiliency

October 26, 2023: Priority Investment Element

November 16, 2023: City Council Committee and 1st Reading

December 21, 2023: City Council Final Reading

Priority Investment Element

Analyzes the likely federal, state, and local funds available for public infrastructure and facilities during the next ten years, and recommends the projects for expenditure of those funds during the next ten years for needed public infrastructure and facilities such as water, sewer, roads, and schools.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Priority Investment Areas		
Add pedestrian and cyclist friendly accommodations along this highway to spurn higher traffic and connectivity.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. The North Poinsett Corridor improvements will add a buffered, 10' wide mixed use pathway on one side of the road, and a sidewalk on the other.
Add buffers and signage for bike/pedestrian traffic.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. The North Poinsett Corridor improvements will add a buffered, 10' wide mixed use pathway on one side of the road, and a sidewalk on the other.
Create small Swamp Rabbit extension that loops around S. Poinsett onto Center Street.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. City recently assumed maintenance of Center Street, and plans to add bike lanes along with repaving some time in FY2023-2024.
Enhance signals for crossing of cyclists and pedestrians diagonally across Main Street to allow for improved traffic flow.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. Commencement of ground work anticipated in fall 2023 for diagonal project at Main Street / McElhaney Rd / Center St intersection.

Priority Investment Element, cont.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Create a designated official entry into Gateway Park off Center Street.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. City is working with the county to assume maintenance responsibilities of Gateway Park in the future, which would include improvements to facilities.
Create a back entry and official path with signage to the Library and Gateway Park for pedestrians and cyclists coming from North Poinsett to reduce traffic at the end of Main Street	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. City recently assumed maintenance responsibilities from SCDOT for Center Street in 2023.
Per survey feedback, public input, and input for the Planning Commission and Council, create a small arts district with small businesses in formerly residential homes.	Develop an arts district/small business area off of South Poinsett Highway	In progress. City hosts downtown Browse and Stroll Art Market to add to the city's art and cultural offerings.
Improvements such as buffers, bump outs with landscaping, and the use of open blank spaces to enhance the amount of public art and murals is encouraged to create a vibrant space.	Enhance Poinsett Highway with vibrant function, public art, and green spaces	In progress. City is adding bumpers and bulb outs along multiple corridors, including Main Street and Poinsett Highway. Three murals recently completed or in progress along Main Street.
Visually signal pedestrians to the trail extension.	Enhance Poinsett Highway with vibrant function, public art, and green spaces	In Progress. City officials are working with the county to address signage along the Swamp Rabbit Trail.

Priority Investment Element, cont.

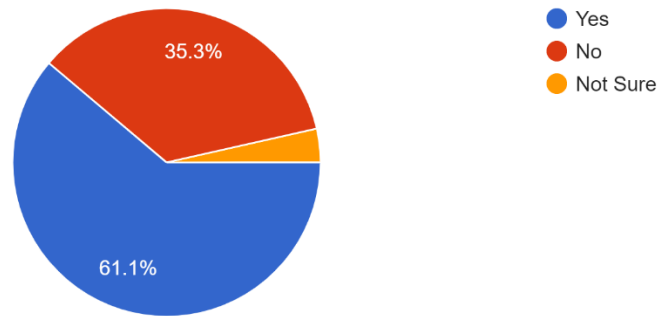
Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Consider use of similar gazebo in possible green space on South Poinsett.	Enhance Poinsett Highway with vibrant function, public art, and green spaces	No Progress
A large swamp rabbit sculpture	Enhance Poinsett Highway with vibrant function, public art, and green spaces	No Progress
Create a marketing campaign including signage and advertising for development opportunities.	Encourage development of more dense residential areas around Trailblazer Park	In Progress. The city has a full time marketing specialist to assist with advertising programing and marketing of city opportunities.
Work with sister cities to recruit developers interested in the upstate and high-density development.	Encourage development of more dense residential areas around Trailblazer Park	In progress. City officials are in consistent contact with the development community to engage interest in the city.
Partner with Spartanburg and Greenville Chambers to identify possible developers in the Upstate.	Encourage development of more dense residential areas around Trailblazer Park	In progress. City officials are in consistent contact with the development community to engage interest in the city.

ITEM 2b.

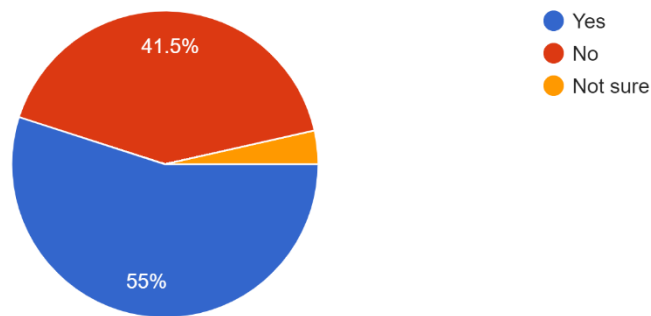
Do you live within the city limits of Travelers Rest? (To check, go to gcgis.org, click "Advanced Internet Mapping Systems", go to "Search", type in you...e city limits will be hatched in a light grey color.)

453 responses



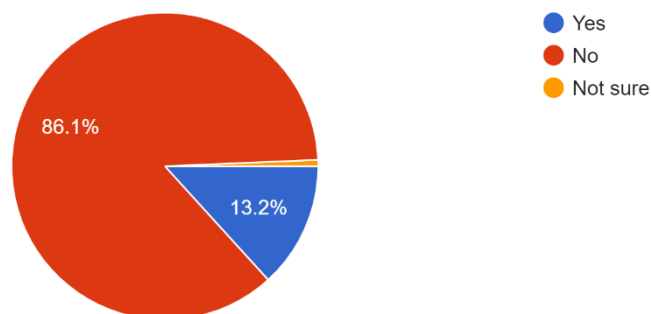
Do you own land within the city limits of Travelers Rest?

453 responses



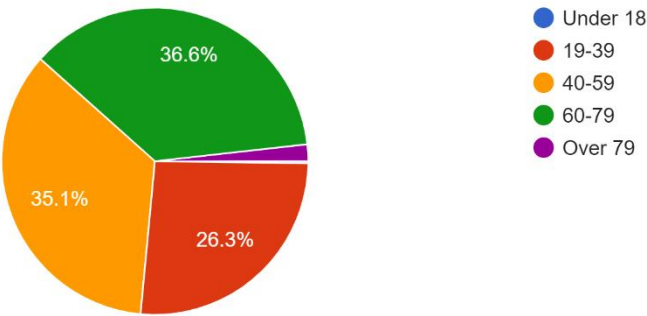
Do you own or operate a business within the city limits of Travelers Rest?

453 responses



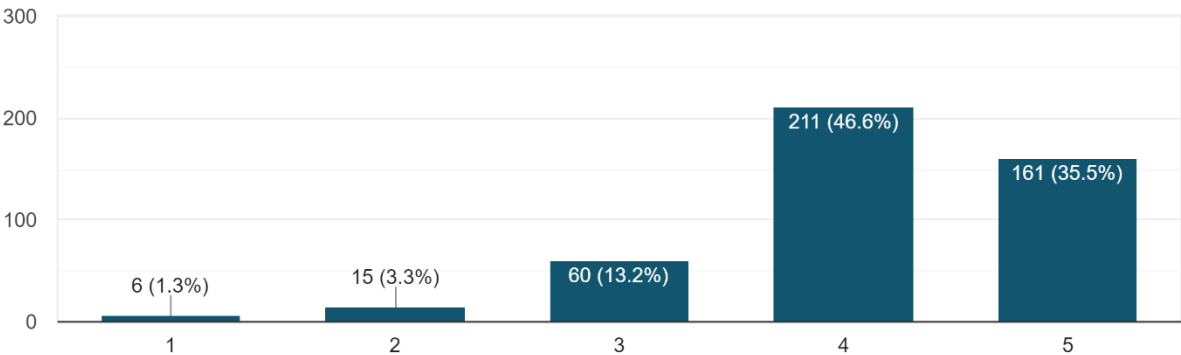
What is your age range?

453 responses



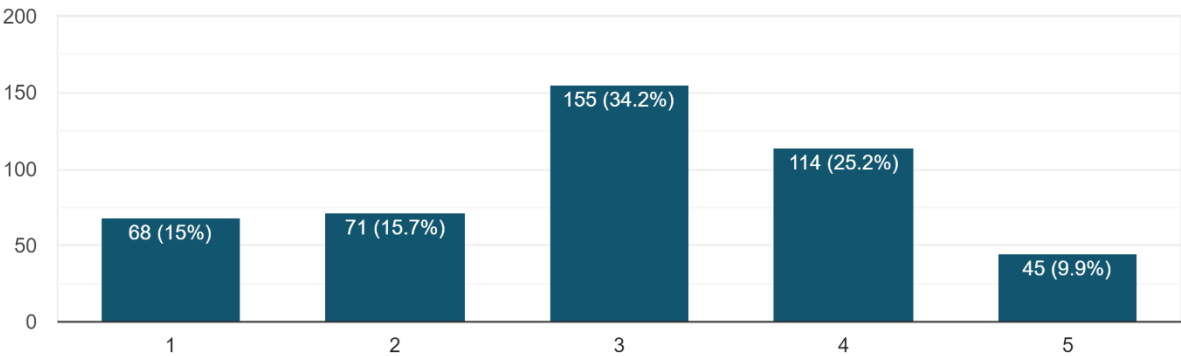
How satisfied are you with the overall quality of life in Travelers Rest?

453 responses



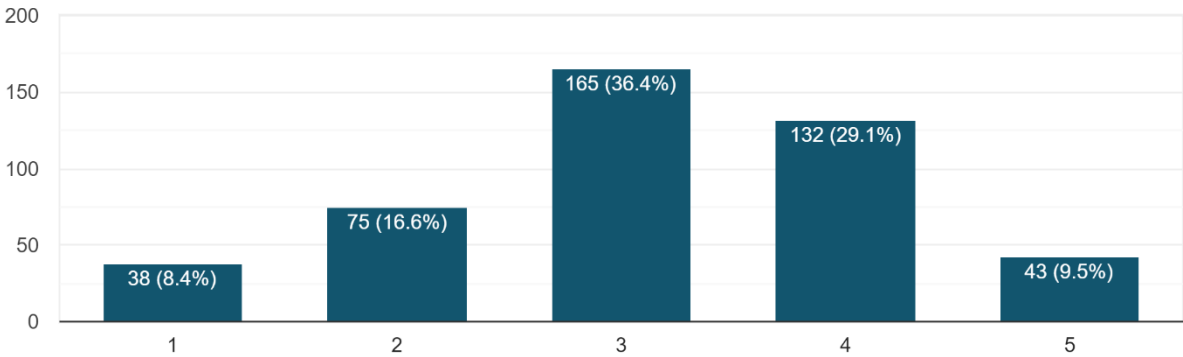
How satisfied are you with the quality of residential developments in Travelers Rest?

453 responses



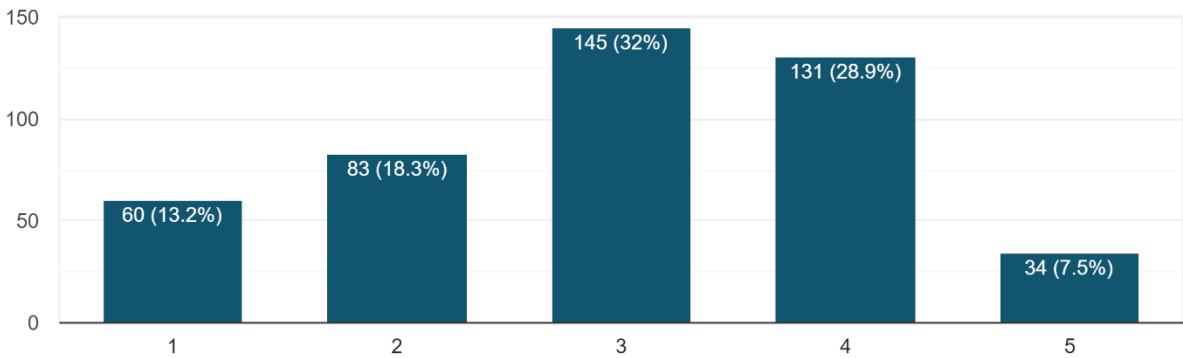
How satisfied are you with the quality of commercial developments in Travelers Rest?

453 responses



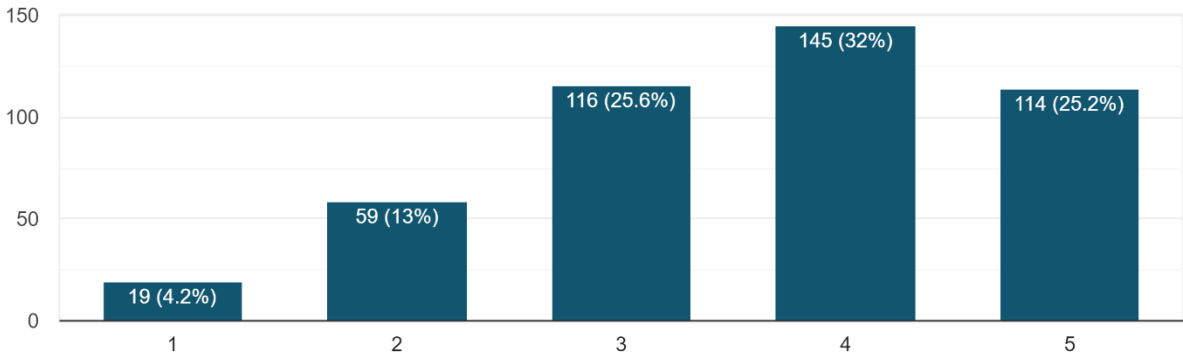
How satisfied are you with the quality of roads in Travelers Rest?

453 responses



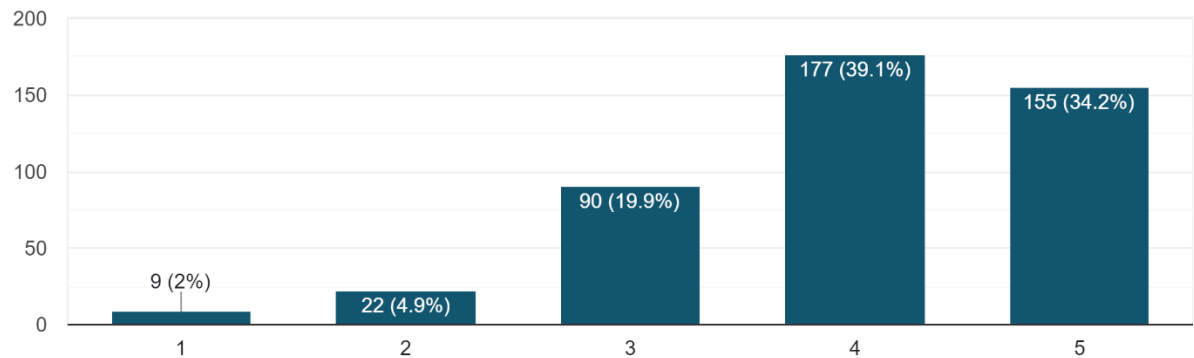
How satisfied are you with the quality of sidewalks, paths, and trails in Travelers Rest?

453 responses



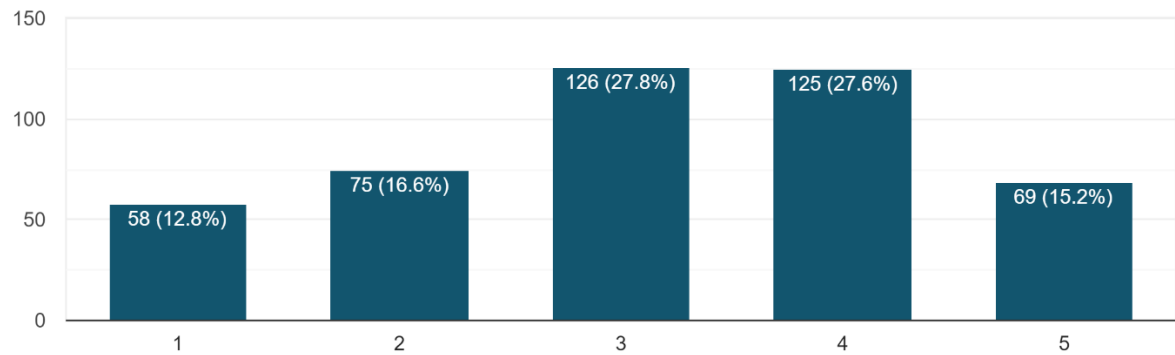
How satisfied are you with emergency services in Travelers Rest?

453 responses



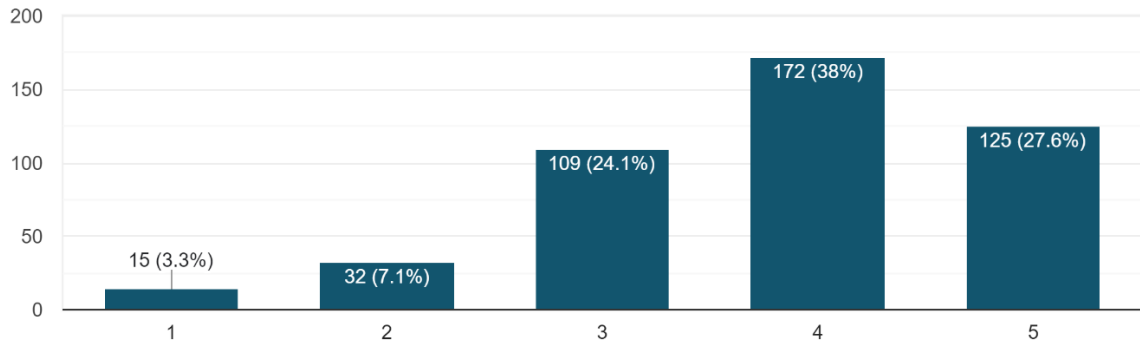
How satisfied are you with efforts to preserve natural resources in Travelers Rest?

453 responses



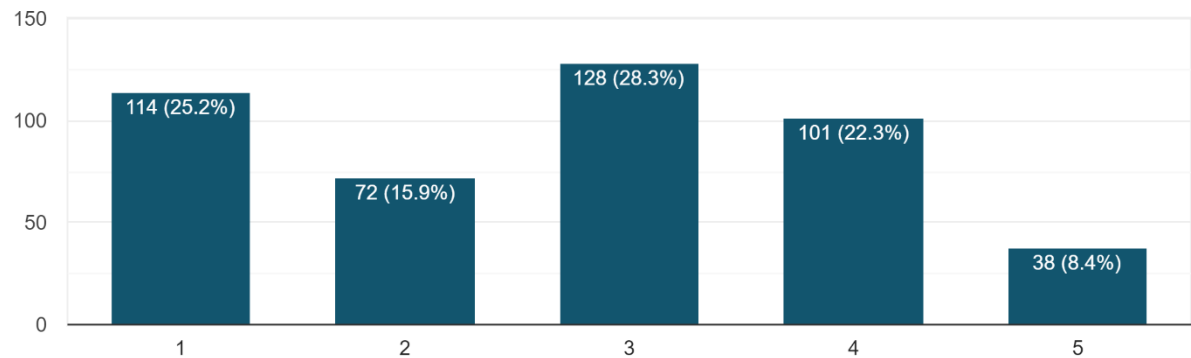
How satisfied are you with parks and recreation quality in Travelers Rest?

453 responses



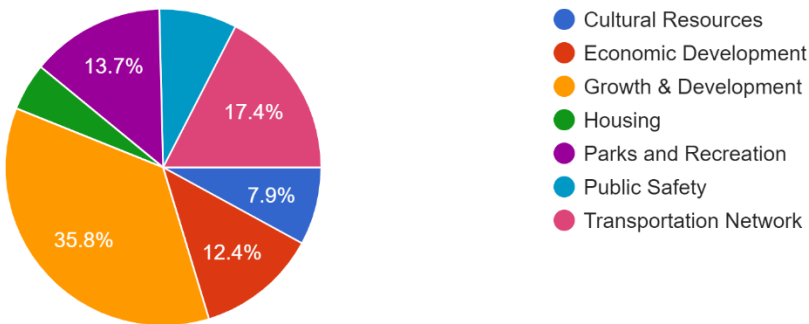
How satisfied are you with city efforts to manage growth responsibly in Travelers Rest?

453 responses



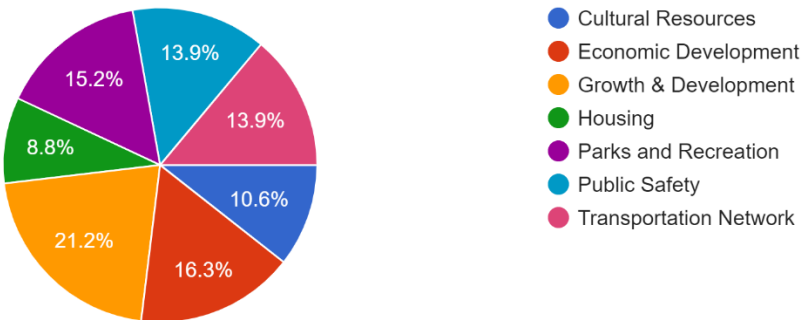
What is the most important subject area that the city should focus on over the next five years?

453 responses



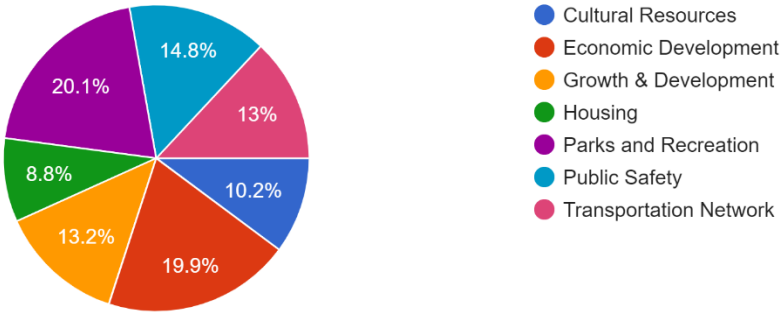
What is the second most important subject area that the city should focus on over the next five years?

453 responses



What is the third most important subject area that the city should focus on over the next five years?

453 responses



**A RESOLUTION OF THE
CITY OF TRAVELERS REST PLANNING COMMISSION**

**A RESOLUTION TO RECOMMEND THAT THE TRAVELERS REST
CITY COUNCIL ENACT AN ORDINANCE TO ADOPT THE 2018
TRAVELERS REST COMPREHENSIVE PLAN AS AMENDED WITH
ALL ELEMENTS AND MAPS CONTAINED THEREIN**

WHEREAS, the City of Travelers Rest Planning Commission was appointed by City Council and is the duly authorized body to prepare and review a Comprehensive Plan that conforms to the South Carolina Local Government Comprehensive Planning Enabling Act of 1994, as amended, and to carry out a continuing planning program for the physical growth, social growth, and economic development and redevelopment of City of Travelers Rest; and

WHEREAS, Section 6-29-520 and Section 6-29-530 of the South Carolina Code of Ordinances, as amended, requires that a Planning Commission may recommend to the City Council adoption of a Comprehensive Plan as a whole by a single ordinance, and that any recommendations for amendments to the Plan must be by resolution of the Planning Commission; and

WHEREAS, the City of Travelers Rest Planning Commission reviewed the 2018 City of Travelers Rest Comprehensive Plan and recommended certain amendments for adoption as shown in Exhibit 1 to the Travelers Rest City Council; and

NOW, THEREFORE, BE IT RESOLVED that the City of Travelers Rest Planning Commission does hereby recommend the City of Travelers Rest Comprehensive Plan 2018, as amended, to the City of Travelers Rest Council for adoption and use as a guide for the orderly development of the City of Travelers Rest.

ADOPTED this 26th day of October, 2023.

Rebecca Cooper, Chair
City of Travelers Rest Planning Commission

Attested by:

Michael Forman, AICP
City of Travelers Rest Planning Director

Comprehensive Plan – Five Year Review

Population

- Analysis of age, households, race, income, & educational attainment

Housing

- Analysis of occupancy & tenure, income, value, & affordability

Economic Development

- Labor force characteristics, income, & an occupation/industry analysis

Transportation

- Commuter trends & assessment of existing transportation network

Community Facilities

- Inventory of current community facilities & services

Historic & Cultural Resources

- Inventory of registered or eligible resources & other historic sites

Natural Resources

- Inventory of hydrologic features, soils, species, & green infrastructure

Community Resiliency

- Identification of hazards & the potential impacts

Land Use

- Assessment of existing land uses & current land use policies

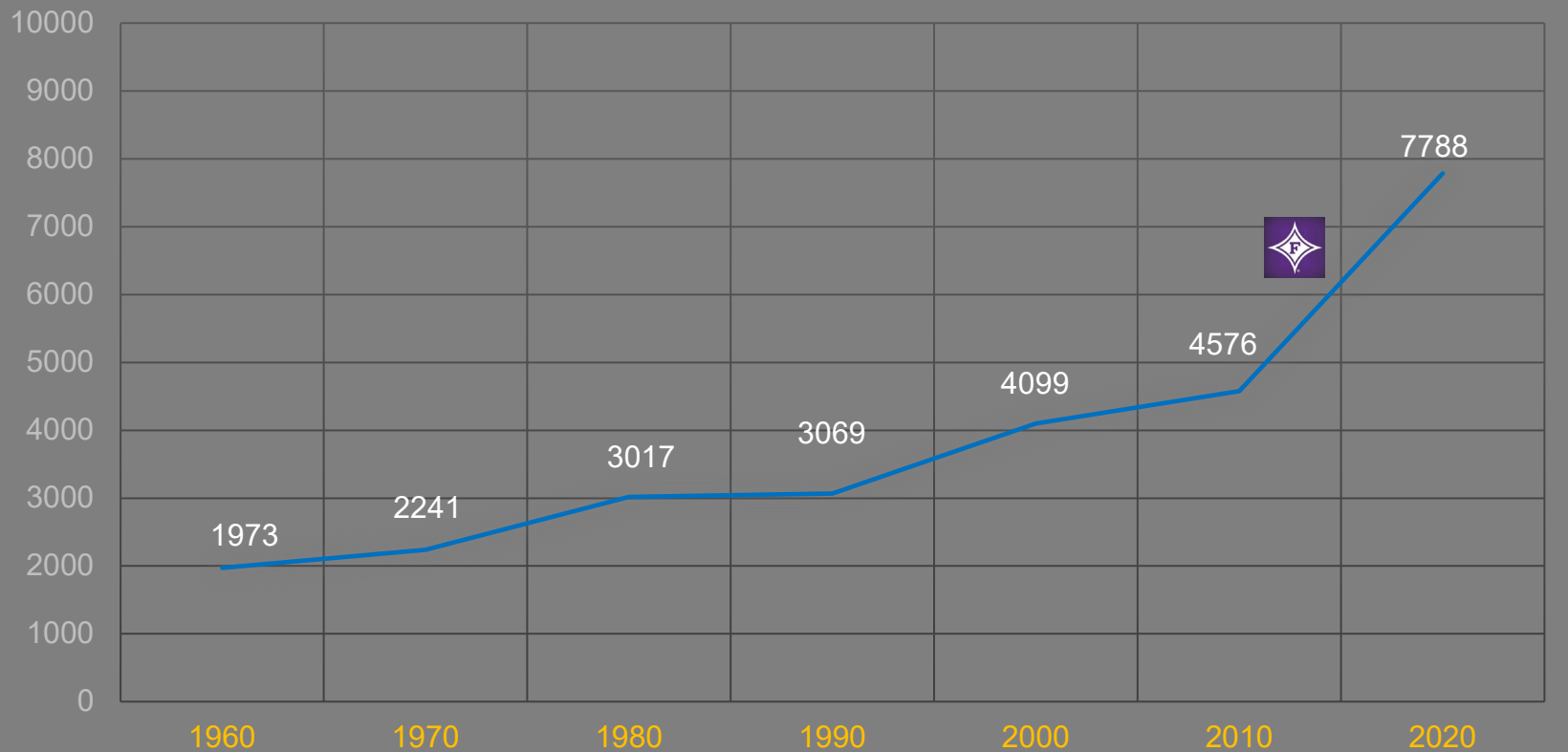
Priority Investments

- Summary of previous priority investments



2023 Comprehensive Plan Review Population and Housing

Total City Population – 1960 to 2020



Note: Furman Univ. annexed into city in 2013. Population living on campus as of fall 2020 = 1,944

Note: Furman Univ. Population living on campus as of fall 2021 = 2,388

Growth from 1960-2020
295% (4.9%/year)

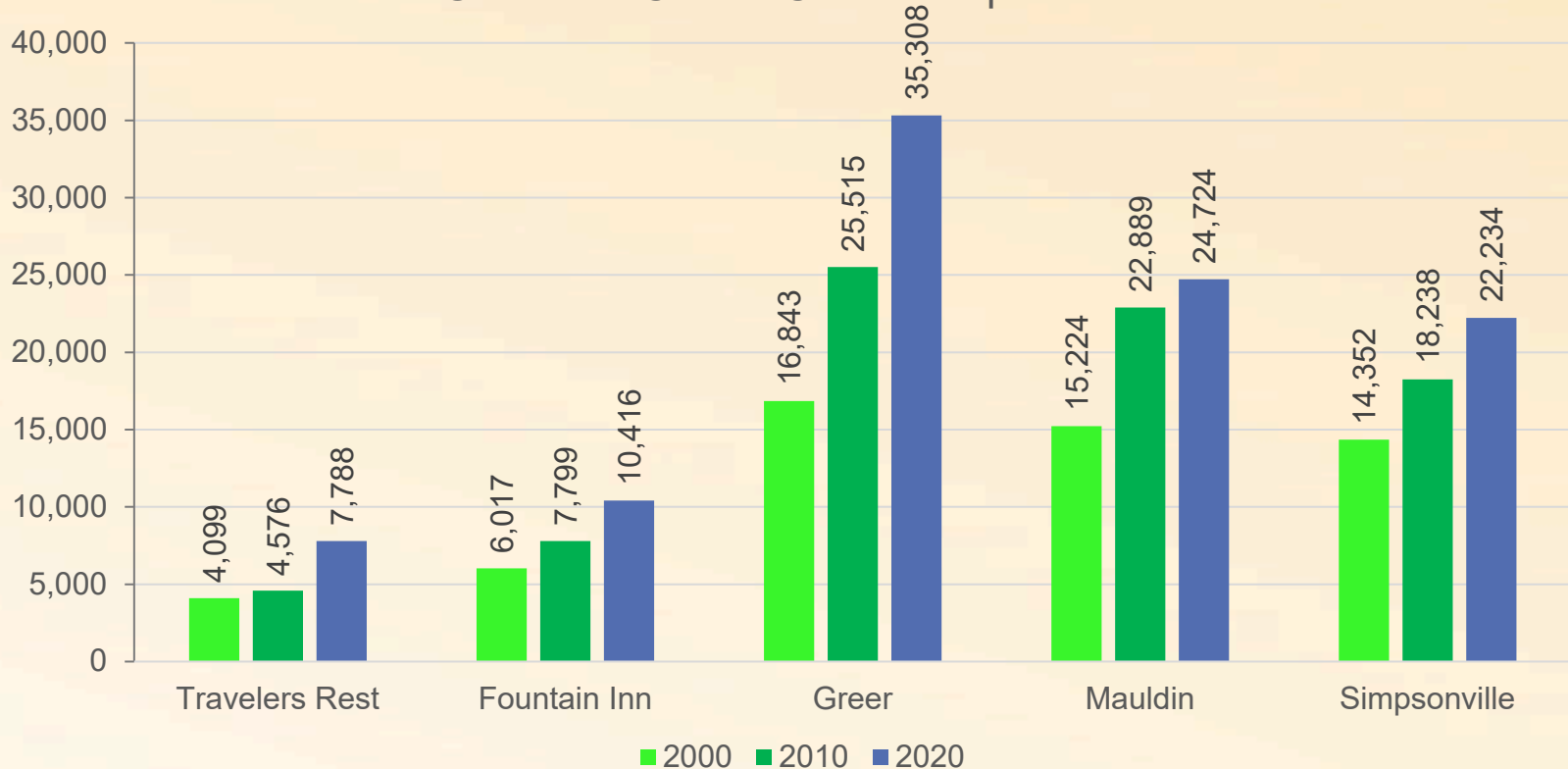
Growth from 2010-2020
70% (7.0%/year)

Growth from 2010-2020
Without Furman
~28% (2.8%/year)

Source: U.S. Census Bureau & Furman University



Greenville Cities - Census Populations



Growth Rates from 2000-2020

Travelers Rest: 90% (4.5%/year)

Fountain Inn: 73% (3.7%/year)

Greer: 110% (5.5%/year)

Mauldin: 62% (3.1%/year)

Simpsonville: 55% (2.8%/year)

Growth Rates from 2010-2020

Travelers Rest: 70% (7%/year)

Fountain Inn: 34% (3.4%/year)

Greer: 38% (3.8%/year)

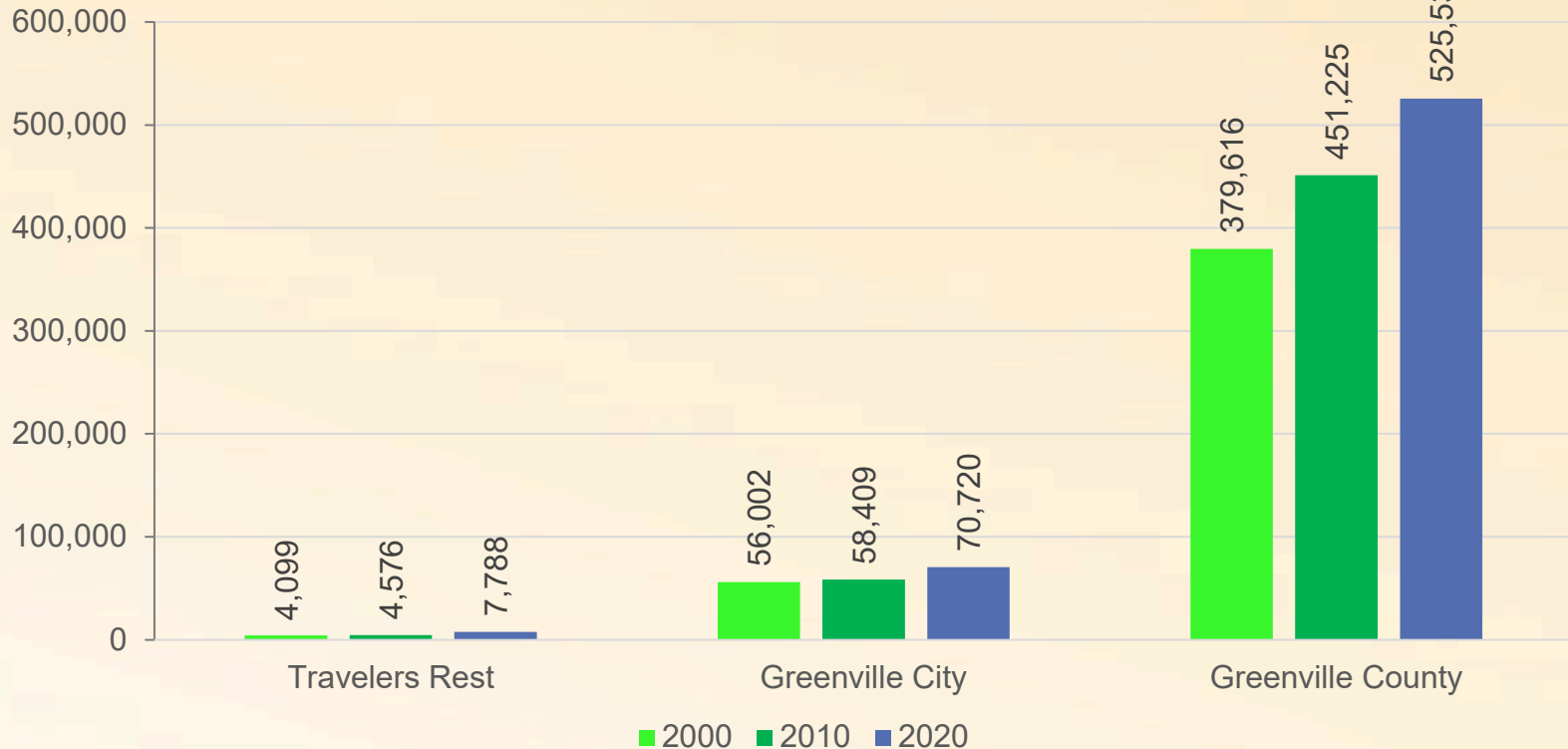
Mauldin: 8% (0.8%/year)

Simpsonville: 22% (2.2%/year)

Source: U.S. Census Bureau



Greenville City and County - Census Populations



Growth Rates from 2000-2020

Travelers Rest: 90% (4.5%/year)

Greenville City: 26% (1.3%/year)

Greenville County: 38% (1.9%/year)

Growth Rates from 2010-2020

Travelers Rest: 70% (7%/year)

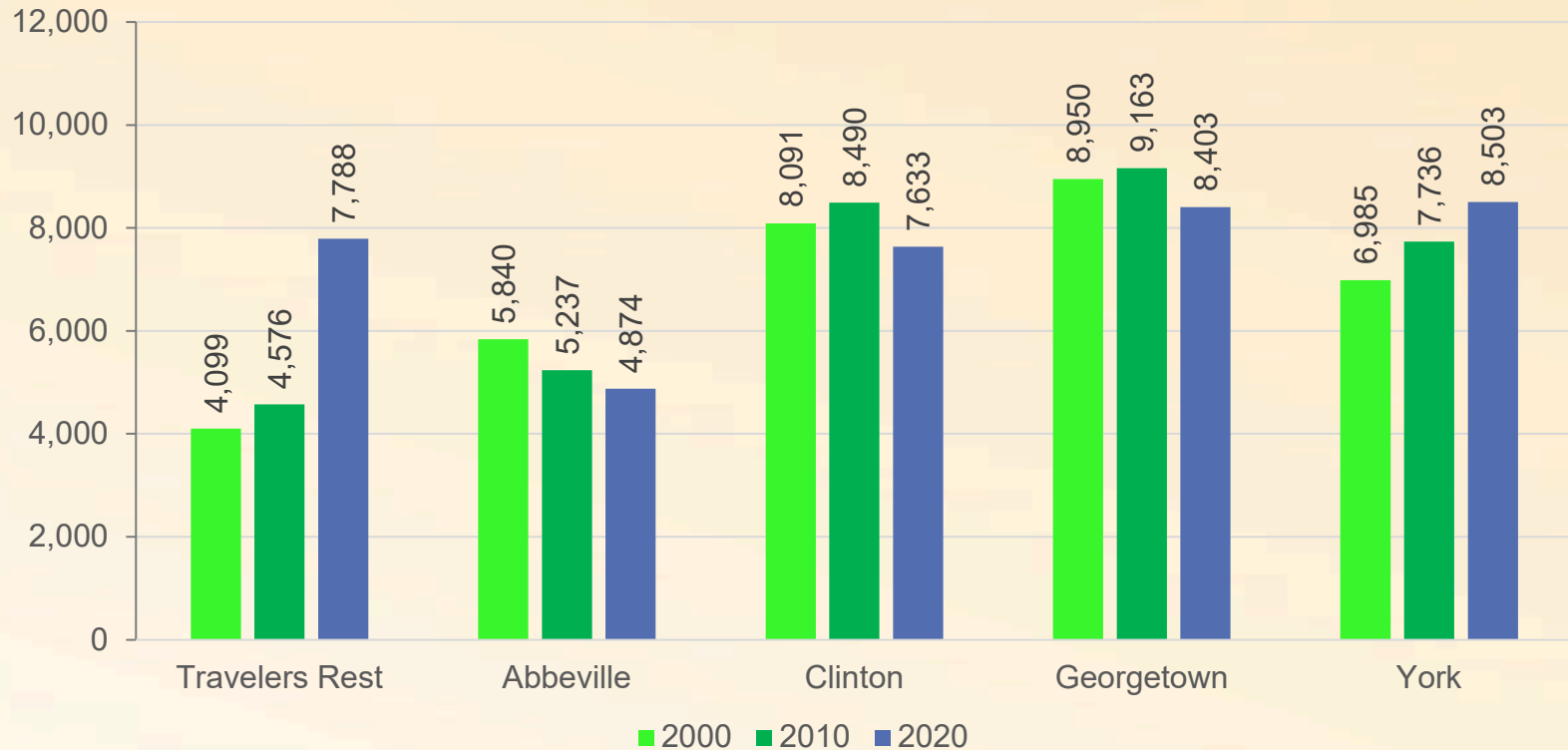
Greenville City: 21% (2.1%/year)

Greenville County: 16% (1.6%/year)

Source: U.S. Census Bureau



Comparison Cities - Census Populations



Growth Rates from 2000-2020

Travelers Rest: 90% (4.5%/year)

Abbeville: -17% (-0.9%/year)

Clinton: -6% (-0.3%/year)

Georgetown: -6% (-0.3%/year)

York: 22% (1.1%/year)

Growth Rates from 2010-2020

Travelers Rest: 70% (7%/year)

Abbeville: -7% (-0.7%/year)

Clinton: -10% (-1%/year)

Georgetown: -8% (-0.8%/year)

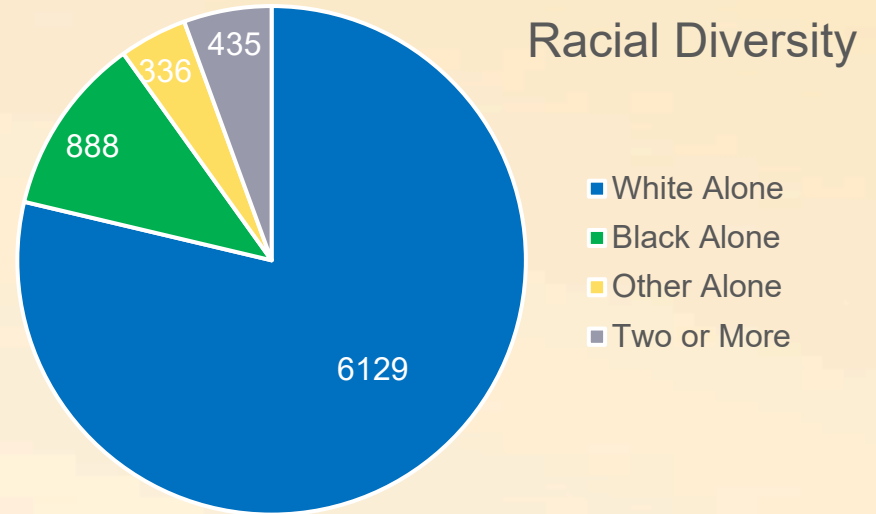
York: 10% (1%/year)

Source: U.S. Census Bureau

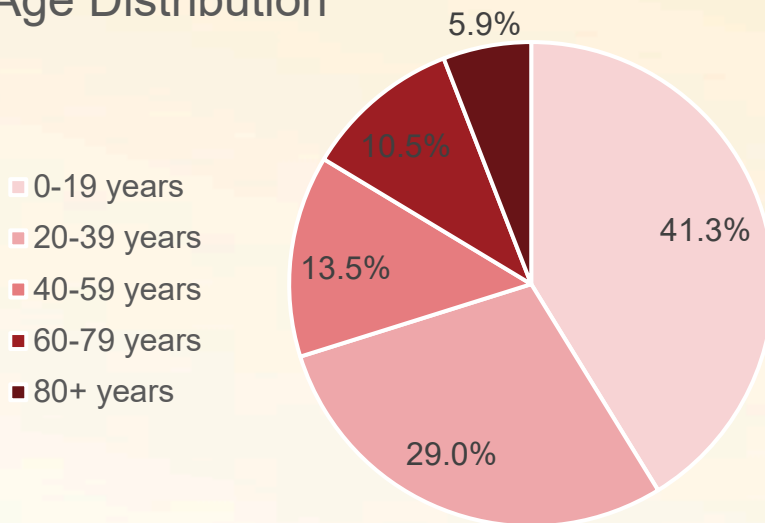


Travelers Rest Population Characteristics

Note: All data from 2020 Census unless otherwise specified

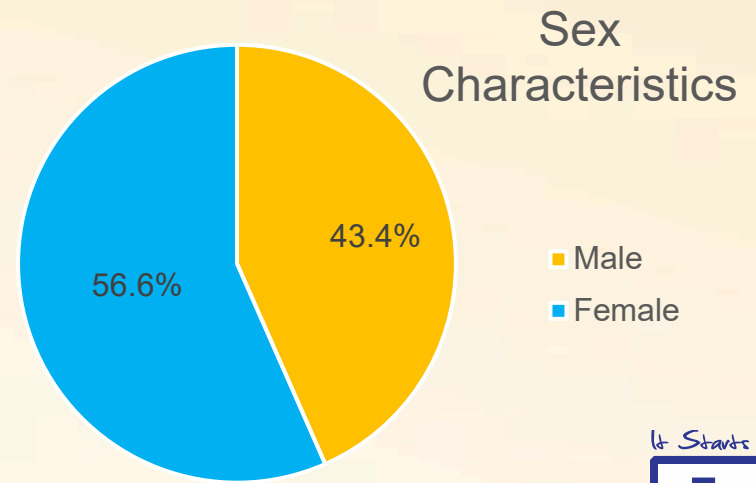


Age Distribution



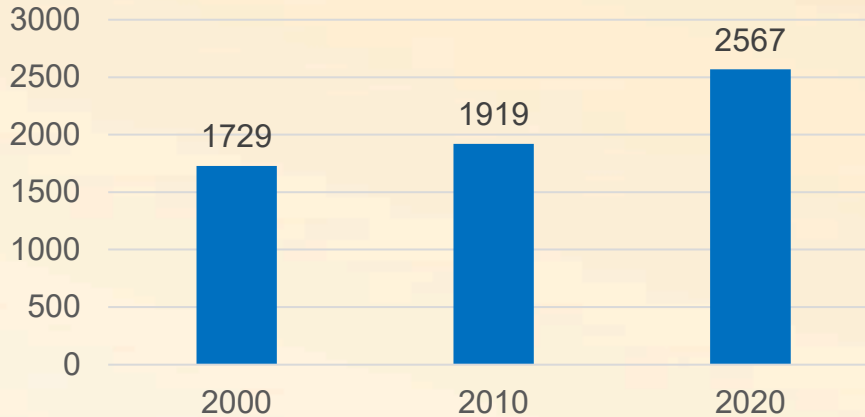
Note: Median age 22.9 years

Source: U.S. Census Bureau and 2021 ACS



Source: U.S. Census Bureau

Total Housing Units – Travelers Rest



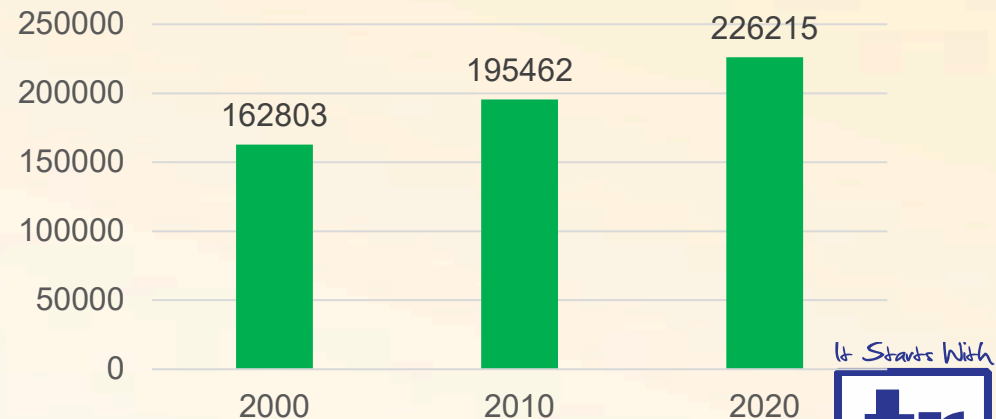
Growth Rates from 2000-2020
48% (2.4%/year)

Growth Rates from 2010-2020
34% (3.4%/year)

Growth Rates from 2000-2020
38% (1.9%/year)

Growth Rates from 2010-2020
15% (1.5%/year)

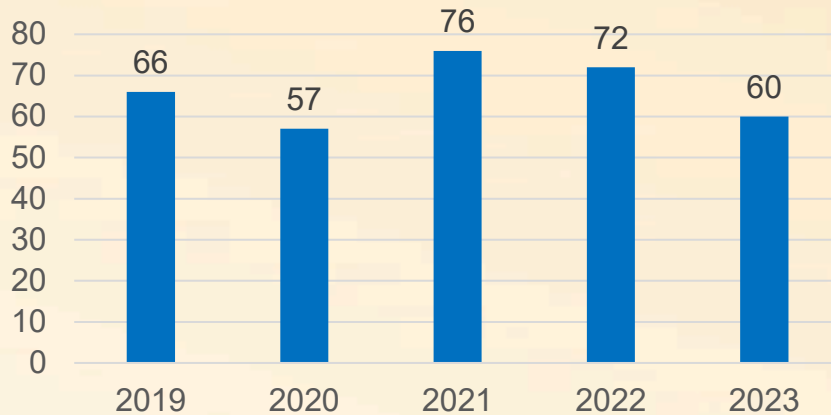
Total Housing Units – Greenville County



Source: U.S. Census Bureau



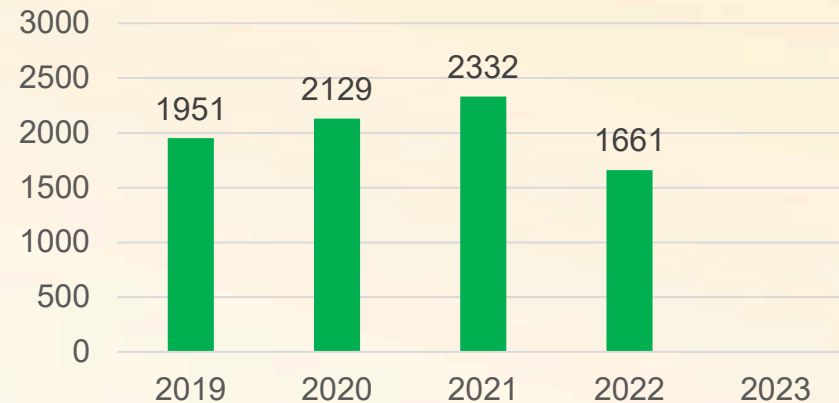
New Housing Permits – Travelers Rest



Average Annual
New Housing Permits
~68/year

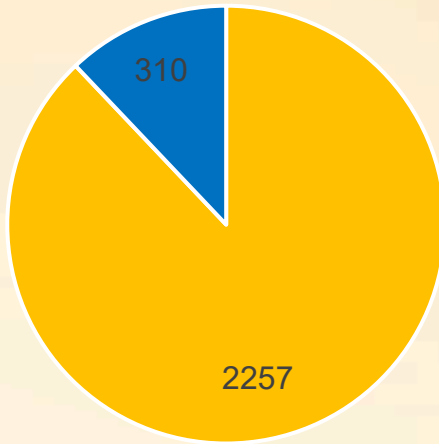
Source: City of Travelers Rest

New Housing Permits – Greenville County



Average Annual
New Housing Permits
~2,018/year

Source: Greenville County Planning

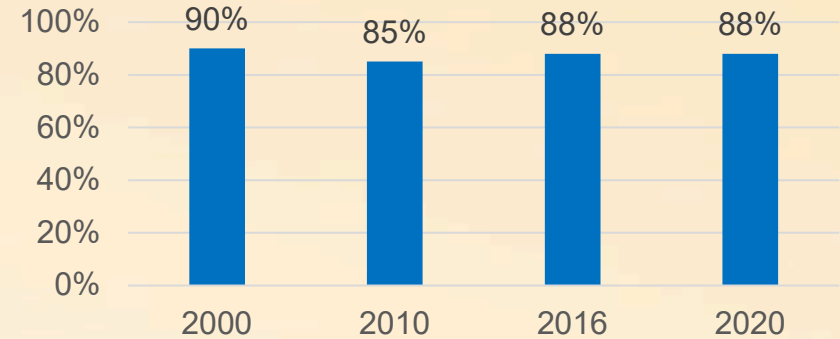


2020 – Occupancy

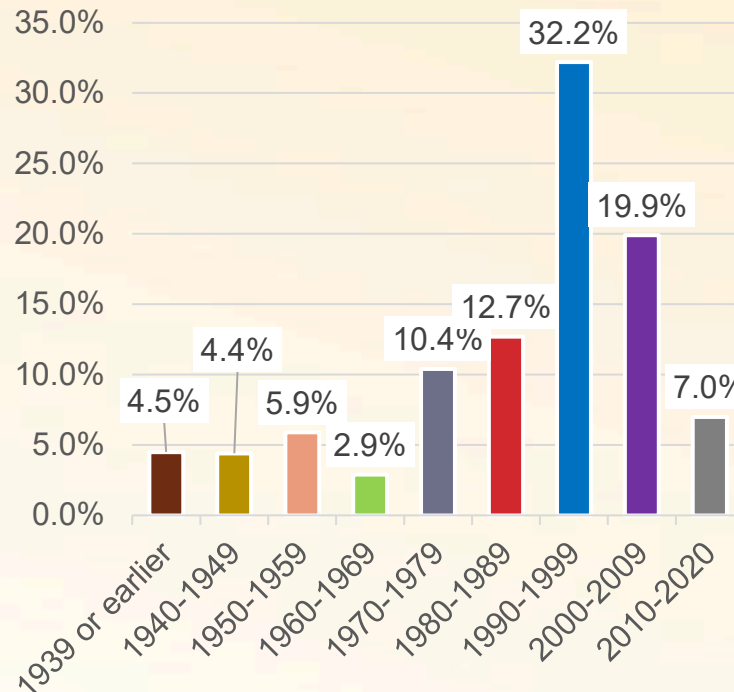
- Occupied (88%)
- Vacant (12%)

Source: U.S. Census Bureau

Occupancy Rate – Travelers Rest



Source: U.S. Census Bureau and ACS (2016)



Source: ACS

Year Homes Built

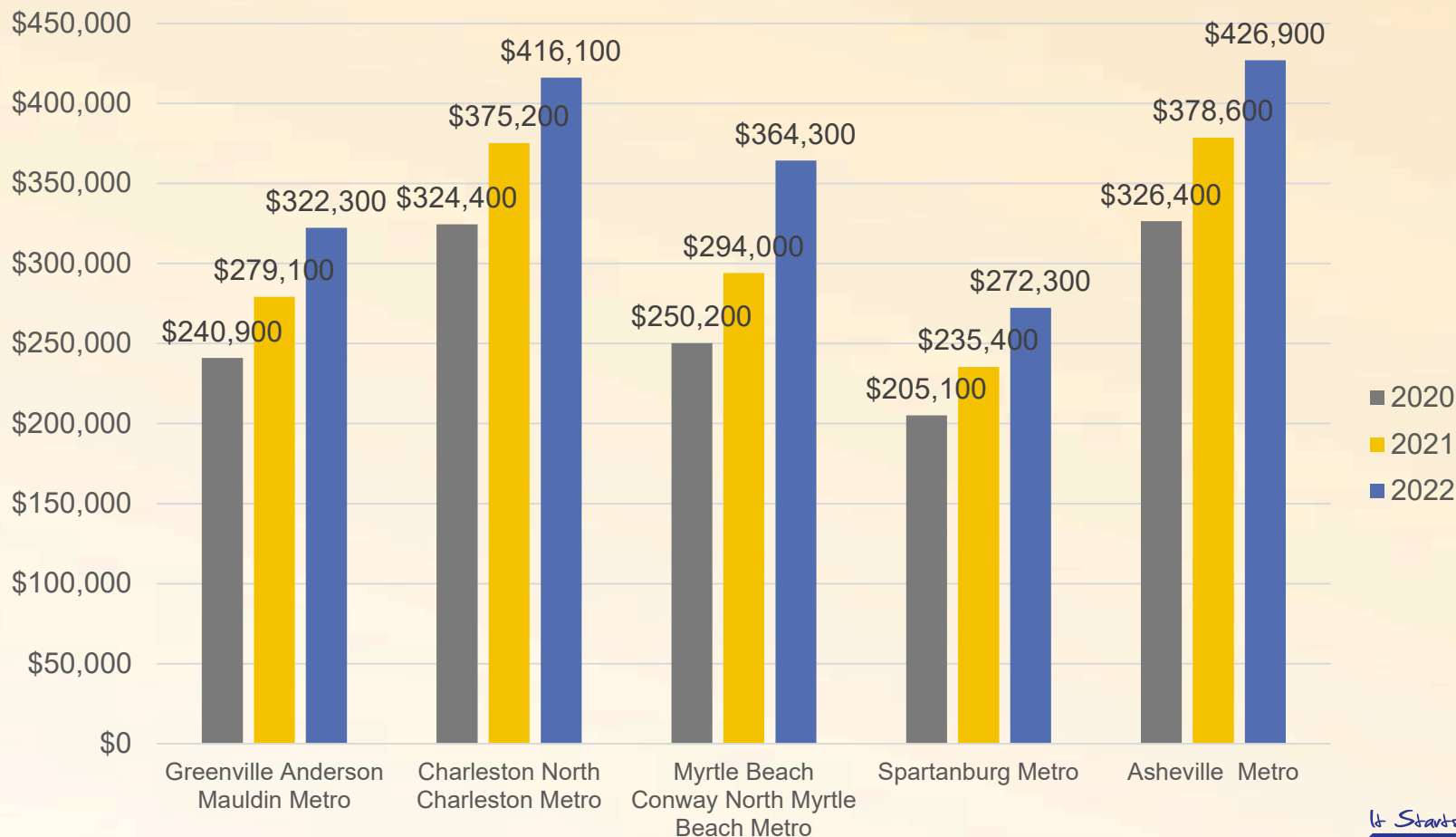
- 1939 or earlier
- 1940-1949
- 1950-1959
- 1960-1969
- 1970-1979
- 1980-1989
- 1990-1999
- 2000-2009
- 2010-2020

Travelers Rest

Housing Characteristics

Note: All data from 2020 Census unless otherwise specified

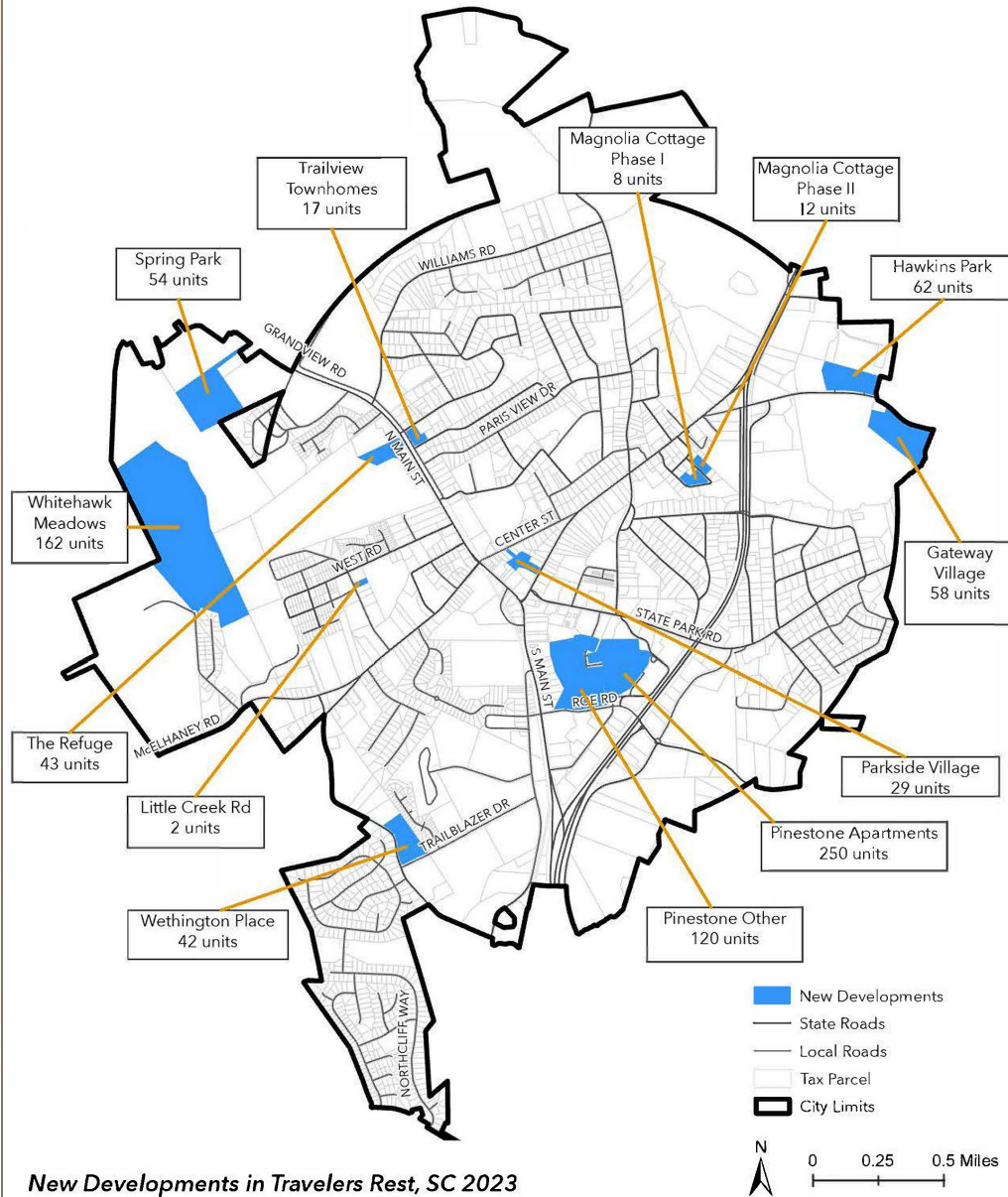
Median Single Family Home Values



Source: National Association of REALTORS



Travelers Rest Developments Approved Since 2018 Comp Plan



Development	Units	Approval Dates	Status
Spring Park	54	PD (2008), Subd approved (2021)	Grading
Trailview Townhomes	17	R-15 to FRD (2018), Subd approved (2019)	Built
Hawkins Park	62	Subd app (2019)	Built
Magnolia Cottage Phase I	8	Subd approved (2020)	Built
Magnolia Cottage Phase II	12	Subd approved (2020)	Grading
Whitehawk Meadows	162	Subd approved (2020)	Grading
Pinestone Apartments	250	PD (2018), Subd app (2020)	Built
Pinestone Other	120	PD (2018), Subd app (2020)	Permitting
Gateway Village	58	Annexed (2020), Subd approved (2021)	Permitting
Wethington Place	42	Subd approved (2021)	Permitting
Parkside Village	29	Subd approved (2021)	No activity
The Refuge	43	C-2 to FRD (2022), Subd approved (2022)	Grading
Little Creek Rd	2	C-1 to R-7.5 (2022)	Built

Approved Rooftops	859
SF Demo since 2018	19

HOUSING Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Housing		
Ensure new housing construction includes adequate infrastructure.	Create and maintain residential neighborhoods that provide pleasant places to live.	In Progress. New subdivision and infrastructure standards (Sec 6:19) approved in 2019.
Amend land development regulations to encourage perimeter buffers and preservation of tree canopy where possible.	Create and maintain residential neighborhoods that provide pleasant places to live.	In Progress. Tree canopy preservation addressed via new Tree Protection standards (Sec 6:19.9) approved in 2022.
Encourage the development of neighborhood associations in the City's subdivision to proactively address neighborhood issues and concerns.	Create and maintain residential neighborhoods that provide pleasant places to live.	In Progress. The city works with HOA's (where applicable) to help address issues and concerns that are not addressed via ordinance or city regulations.
Conduct a housing study in order to identify present and future need (sic) of a variety of housing choices and to identify ideal locations for various housing types.	Provide a variety of housing choices	In progress. City is working with outside organizations to define missing middle housing within the city and how to best identify areas of need.
Further city and community involvement with Habitat for Humanity and other affordable housing partners.	Provide a variety of housing choices	In Progress. City partners with Greenville County Redevelopment Authority to distribute CDBG funding for city projects.
Encourage alternative housing types such as tiny homes and pocket neighborhoods to allow denser and more affordable single family residential housing types.	Provide a variety of housing choices	In Progress. City is working with partners to develop a Missing Middle Housing Guide to address issues.
Promote affordable housing for individuals and families under 80% of the mean family income.	Provide a variety of housing choices	In Progress. City partners with Greenville County Redevelopment Authority to distribute CDBG funding for city projects.
Consider revising regulatory framework to allow accessory structures for single family residential lots.	Provide a variety of housing choices	Complete via new Accessory Dwelling Unit standards (Sec 6:22) approved in 2019.



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
Natural Resources		
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

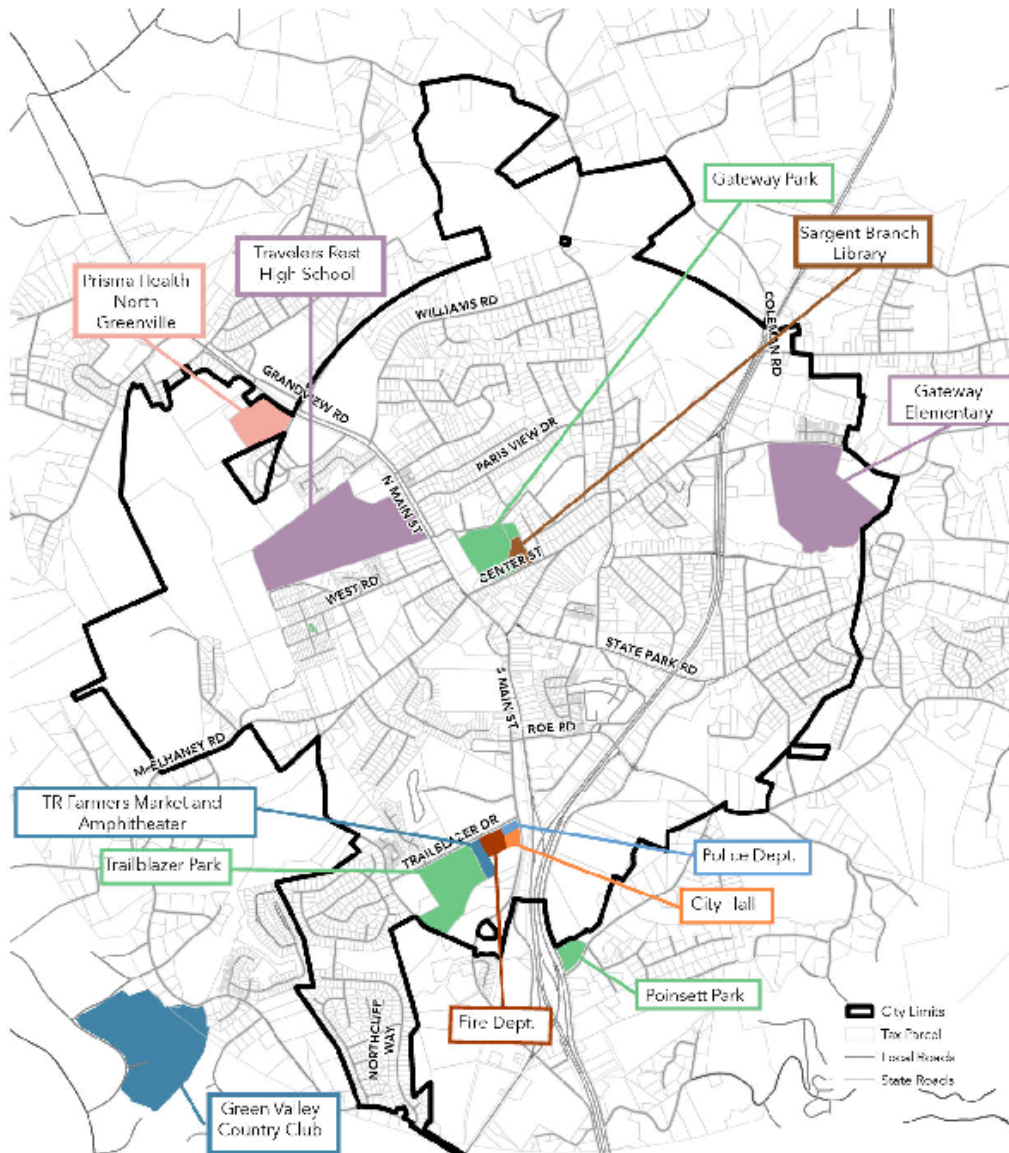
Cultural Resources considers historic buildings and structures, commercial districts, residential districts, unique, natural, or scenic resources, archaeological, and other cultural resources.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Cultural Resources		
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
Community Facilities		
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



2023 Comprehensive Plan Review

Transportation and Economic Development



2023 Comprehensive Plan Review Schedule

June 29, 2023: Population and Housing

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

August 24, 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

Transportation

The transportation element considers transportation facilities, including major road improvements, new road construction, transit projects, pedestrian and bicycle projects, and other elements of a transportation network.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Transportation		
Encourage smart development that controls road access and reduces traffic congestion.	Improve automobile safety on streets and highways	In Progress. Downtown Overlay District addresses many smart growth principles.
Continue to implement the road repaving program.	Improve automobile safety on streets and highways	In Progress. City Public Works implements yearly repaving program utilizing budget.
Utilize transportation control measures to reduce congestion during peak hour demand.	Improve automobile safety on streets and highways	In Progress. Travelers Rest police department utilizes speed control measures along certain corridors in the city.
Provide enforcement of current speed limits and explore opportunities for reducing speed in residential and Main Street.	Improve automobile safety on streets and highways	In Progress. City police department utilizes multiple methods to reduce speeding along city streets.
Review all new and redevelopment plans to encourage access management.	Improve automobile safety on streets and highways	In Progress. Each new development and redevelopment project's access management plan is reviewed during planning process.
Work with SCDOT to identify intersections that require improvements, signals etc.	Improve automobile safety on streets and highways	In Progress. City and SCDOT has identified multiple intersections for improvement to date, including N Main St/Center St, N Poinsett St/Center St, N Poinsett St/Tubbs Mountain Rd, S Main St/Roe Rd.

Transportation, cont.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Require all new subdivisions to have sidewalks and connect to existing sidewalks and trails.	Improve automobile safety on streets and highways	Complete. City approved subdivision regulations that require sidewalk and mixed trail connections.
Install pedestrian crossing signs and crosswalks.	Improve automobile safety on streets and highways	In Progress. City has installed crossings along multiple streets city-wide, with plans for additional crossings along S Main St and N Poinsett Highway.
Implement priority projects as outlined by the Bicycle Master Plan.	Encourage alternatives to motorized modes of transportation and Improve safety of pedestrian and bicycle travel	In Progress. Multiple projects identified in the 2015 Bicycle Master Plan have been constructed or are currently under construction/in permitting.
Implement development standards that require sidewalks, streetscape amenities, bicycle racks, etc.	Encourage alternatives to motorized modes of transportation and Improve safety of pedestrian and bicycle travel	Complete. Downtown Overlay District approved by city council in summer 2022.
Implement diagonal crosswalk at the intersection of Main St. and Center St/Mcilhaney.	Encourage alternatives to motorized modes of transportation and Improve safety of pedestrian and bicycle travel	In Progress. Anticipate commencement of ground work in fall 2023.
Implement recommendations of the Poinsett Highway and Center Street Corridor Study including altering traffic flow on Center St, Signal at Tubbs Mountain/N Poinsett Intersection and Intersection at Hawkins Rd. and Hwy 25.	Encourage alternatives to motorized modes of transportation and Improve safety of pedestrian and bicycle travel	In Progress. Anticipate commencement of ground work in fall 2023.
Develop partnerships with Greenville County, SCDOT, ARC to pursue grant funding as much as possible.	Funding	In Progress. City is working with SCDOT to plan for and develop multiple projects city-wide.
Consider Development agreements to help implement infrastructure improvements with private development.	Funding	In Progress. City has had multiple conversations with private parties to assist with infrastructure implementation.

Bike/Ped Network

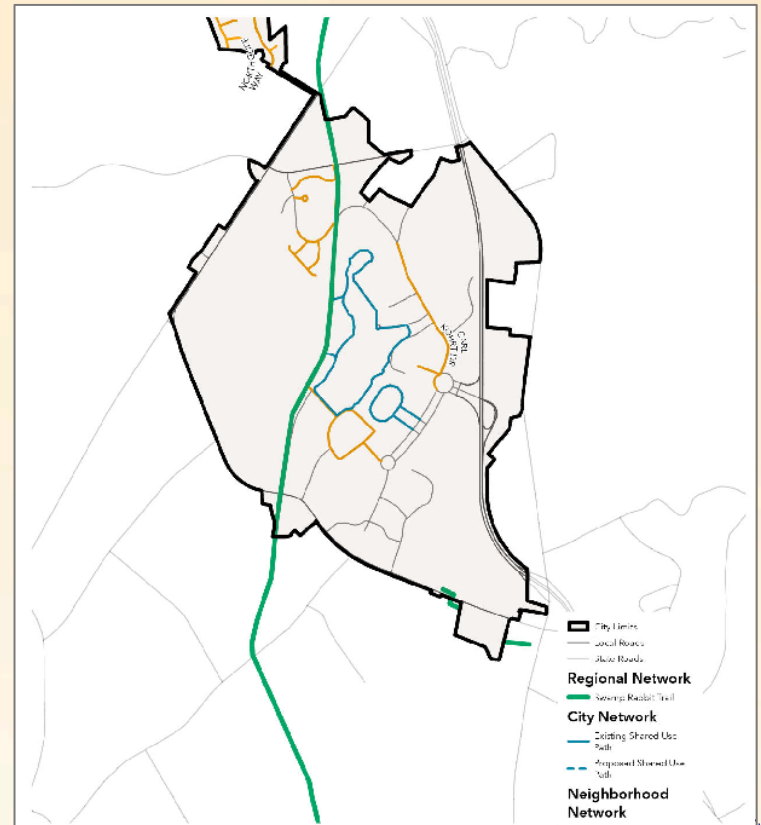
Regional / City / and Neighborhood sidewalks and multi-use pathways, both existing and “shovel ready”



Travelers Rest, South Carolina - Mobility Connectivity Network

The Connectivity Network highlights the levels of connections and common pathways for a territorial transportation and recreation in the City of Travelers Rest.

Data Collection from: GPATS, SCDOT, Greenville County census.gov



Travelers Rest, South Carolina - Mobility Connectivity Network

The Connectivity Network highlights the levels of connections and common pathways for a territorial transportation and recreation in the City of Travelers Rest.

Data Collection from: GPATS, SCDOT, Greenville County census.gov

Economic Development

The economic development element considers labor force and labor force characteristics, employment by place of work and residence, and analysis of the economic base;

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Economic Development		
Work closely with the Travelers Rest Area Chamber of Commerce to support existing businesses and create new ones that are compatible for Travelers Rest.	Encourage, aid, and support the existing business and local entrepreneurs while actively recruiting new businesses into the city	In progress. City representatives meet with Downtown Merchant Association monthly to support existing and prospective business endeavors.
Develop Chamber subcommittee for Downtown Businesses for marketing and redevelopment opportunities.	Encourage, aid, and support the existing business and local entrepreneurs while actively recruiting new businesses into the city	In progress. City works with Downtown Merchant Association to stimulate marketing and redevelopment opportunities.
Provide the necessary infrastructure to commercial and industrial sites- water, sewer, gas.	Encourage, aid, and support the existing business and local entrepreneurs while actively recruiting new businesses into the city	In progress. New sewer system operations will allow for better coordination for potential new customers and sewer capacity. City is in constant contact with water and gas providers to ensure necessary infrastructure is in place to accommodate existing and new area customers.

Economic Development, cont.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Advertise the city through the use of newsletters, brochures/inserts and social media.	Encourage, aid, and support the existing business and local entrepreneurs while actively recruiting new businesses into the city	In Progress. City maintains a fully fleshed out advertising program with newsletters, brochures, social media, and pamphlets.
Create and maintain an inventory of available commercial and industrial sites.	Encourage, aid, and support the existing business and local entrepreneurs while actively recruiting new businesses into the city	In progress. List is constantly changing, however city officials have a knowledge of available commercial and industrial sites to discuss with potential development partners.
Create Development Director City Staff position.	Encourage, aid, and support the existing business and local entrepreneurs while actively recruiting new businesses into the city	No Progress
Promote State Park Road as a mixed-use district.	Promote a diversified local economy in Travelers Rest	In Progress. New developments like the Pinestone warehouse redevelopment are intended for mixed use. Downtown Overlay District (Sec 5:17) also encourages mixed use by right in certain cases.
Promote more entertainment businesses that cater to children and teenagers.	Promote a diversified local economy in Travelers Rest	In Progress. City recently released RFP for a skate park near Trailblazer Park.
Encourage small, local businesses.	Promote a diversified local economy in Travelers Rest	In Progress. City works with Downtown Merchant Association to encourage small businesses. In addition, the city maintains a façade improvement program for small businesses along downtown corridors.
Promote Travelers Rest as a bed & breakfast community.	Promote a diversified local economy in Travelers Rest	In Progress. City is working to market the community as a place to visit.
Establish a Central Business District overlay with development standards and maintenance code.	Continue to support the development of a Central Business District	Complete via the Downtown Overlay District (Sec 5:17).
Encourage merchants to extend their hours of operation.	Continue to support the development of a Central Business District	In Progress. City officials work with local businesses to encourage reasonable hours of operation. In addition, new SRT data from the counter on Roe Road can show at a granular level the number of pedestrians along Main St.

Economic Development, cont.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Use grants and other funding to continue physical improvements to downtown.	Continue to support the development of a Central Business District	In Progress. Façade Improvement Program has provided nearly \$20k in grant funding so far. Poinsett Street Corridor Improvement project, Main Street/Center Street Diagonal, new hawk crossing at S Main Street all in progress.
Assemble database on properties and meet with property owners in order to better market development opportunities in Travelers Rest.	Encourage redevelopment and infill commercial corridors	In progress. Database is constantly changing, however city officials have a knowledge of available commercial and industrial sites to discuss with potential development partners.
Create Travelers Rest Ambassadors to market expansion opportunities to growing specialty businesses in the region.	Encourage redevelopment and infill commercial corridors	In progress. City works with the existing business community to help expand and promote their businesses through marketing efforts.
Expand mini grant program to assist businesses with quality renovation of existing buildings, consider including Poinsett Corridor.	Encourage redevelopment and infill commercial corridors	In Progress via Façade Improvement Program, which has provided nearly \$20k in grant funding for building improvements in the city so far.
Continue to recruit specialty retail and high quality businesses to Travelers Rest.	Continue to Expand the Travelers Rest Market	In Progress. City staff work consistently to recruit potential businesses into the city.
Develop a targeted marketing campaign for visitors and growing number of residents of the area.	Continue to Expand the Travelers Rest Market	Complete via multiple efforts including the new Travelers Guide and an increased online/social media presence.
Market directly to Furman University and North Greenville students.	Continue to Expand the Travelers Rest Market	No Progress



2023 Comprehensive Plan Review

Land Use and Resiliency

2023 Comprehensive Plan Review Schedule

June 29, 2023: Population and Housing

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

August 24, 2023: Transportation and Economic Development

September 28, 2023: Land Use and Resiliency

October 2023: Priority Investment Element

November 2023: City Council Committee and 1st Reading

December 2023: City Council Final Reading

Land Use

The Land Use element considers existing and future land use by categories, including residential, commercial, industrial, agricultural, forestry, mining, public and quasi-public, recreation, parks, open space, and vacant or undeveloped;

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Land Use		
Consider the policy principles of this Master Plan when making future development and redevelopment decisions such as zoning approvals and development agreements.	Managing Growth	In Progress. City officials consistently utilize the Comp Plan to assist with land use decision making.
Align the City's growth goals with an annexation policy that evaluates both the economic and physical impact to the city's infrastructure and services.	Managing Growth	In Progress. City considers each annexation request for alignment with the city's goals for economic and physical impact.
Encourage Smart Growth principles with a focus on infill and redevelopment.	Managing Growth	Complete via new commercial design standards (Sec 6:17), new subdivision and infrastructure standards (Sec 6:19), and Downtown Overlay District (Sec 5:17)
Utilize the Future Land Use Map as a primary resource in making land use decisions.	Improving Land Use Form & Character	In progress. City officials consistently utilize the Comp Plan to assist with land use decision making.
Develop Zoning Overlays to establish character and development standards for critical districts	Improving Land Use Form & Character	Complete via new Downtown Overlay District (Sec 5:17).
Communicate the positive benefits of well-designed density in appropriate locations.	Improving Land Use Form & Character	In Progress. City officials communicate with elected officials, boards, staff, and the public to convey the positive benefits of well-designed density.
Design spaces and facilities that can accommodate multiple users and serve multiple functions.	Improving Land Use Form & Character	In Progress. New park spaces and trail spaces at various locations city-wide accomplish this recommendation.
Monitor trends and assess changes in demographics to ensure the city is planning for the needs of future populations.	Improving Land Use Form & Character	In Progress. The city consistently monitors demographic trends and plans accordingly.
Regularly conduct research and engage the development community in discussions about consumer preferences and market trends in order to consider updates to standards.	Improving Land Use Form & Character	In Progress. City engages development community on many issues regarding preferences and market trends. Updated standards incorporate many of these preferences and trends.

Zoning Map and Text Amendments since 2018

Zoning Map Amendments

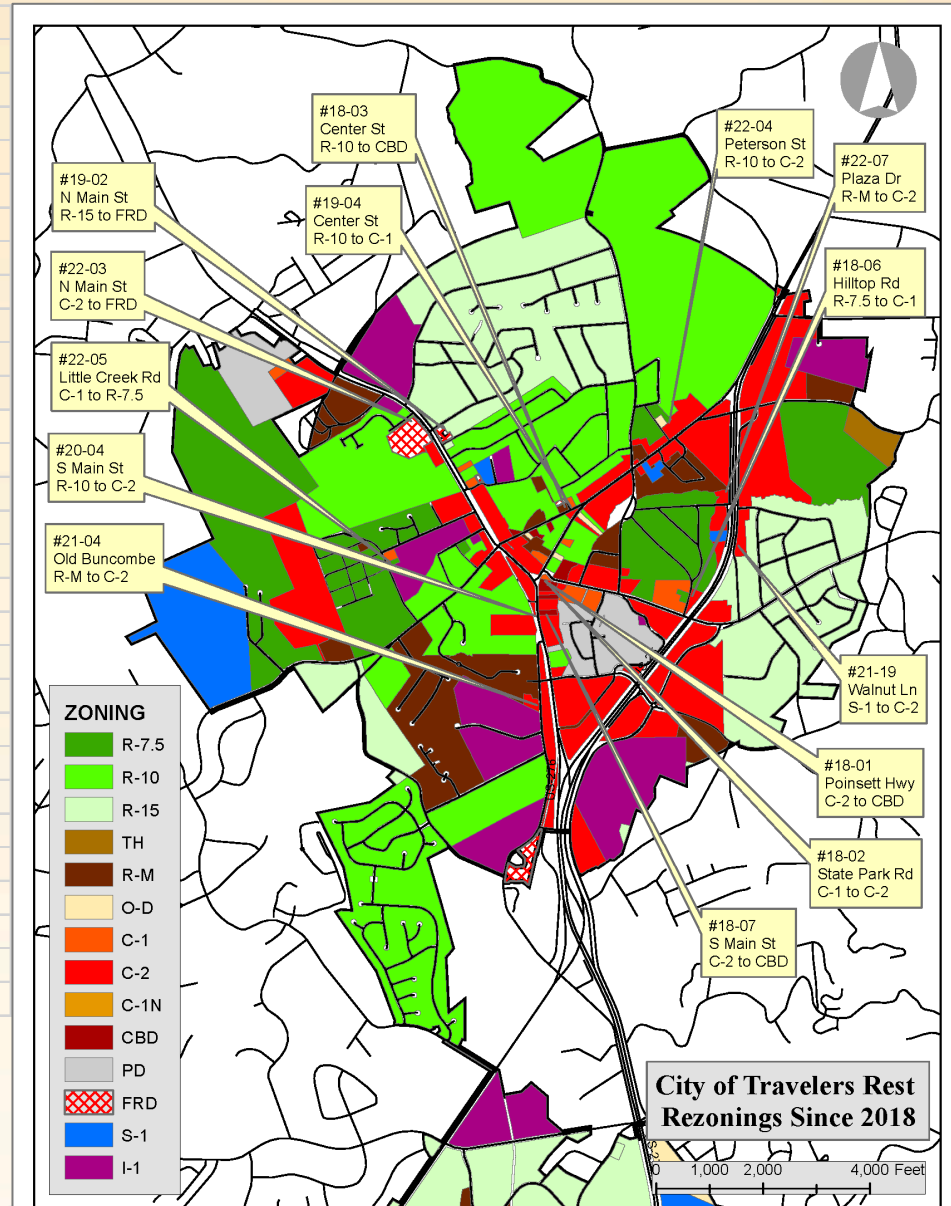
Docket Number	Address	Original Zoning	New Zoning
18-01	104 S Poinsett Highway	C-2	CBD
18-02	6704 State Park Road	C-1 & R-M	C-2
18-03	14 Center Street	R-10	CBD
18-06	11 Hilltop Road	R-7.5	C-1
18-07	120 S Main Street	C-2	CBD
19-02	508 N Main Street	R-15	FRD
19-04	101 Center Street	R-10	C-1
20-04	230 S Main Street	R-10	C-2
21-04	409 Old Buncombe Road	R-M	C-2
21-19	16 Walnut Lane	S-1	C-2
22-03	607 N Main Street	C-2, I-1, and R-10	FRD
22-04	4 Peterson Street	R-10	C-2
22-05	1 & 3 Little Creek Road	C-1 & R-M	R-7.5
22-07	3 Plaza Drive	R-M	C-2

Zoning Text Amendments

Docket Number	Project
22-01	Use Table Amendment
22-06	Downtown District

Annexations

Docket Number	Address	Project Name	New Zoning
18-05	745 Old Buncombe Road	The Staytion	FRD
19-03	Hawkins Road	Hawkins Park	RM
20-08	Hawkins Road	Gateway Village	TH
20-09	Old Buncombe Road	The Staytion	FRD

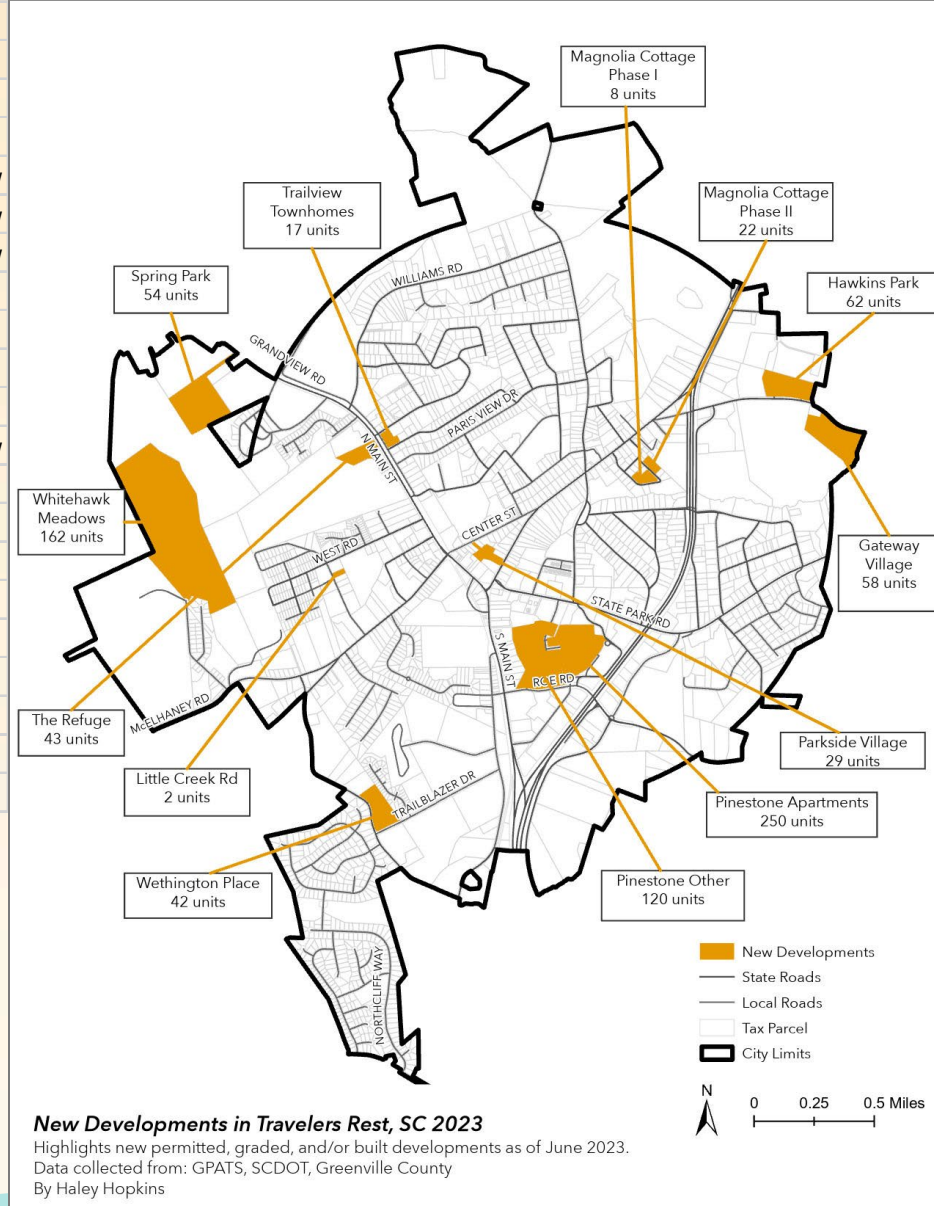


Major Subdivisions and FDPs since 2018

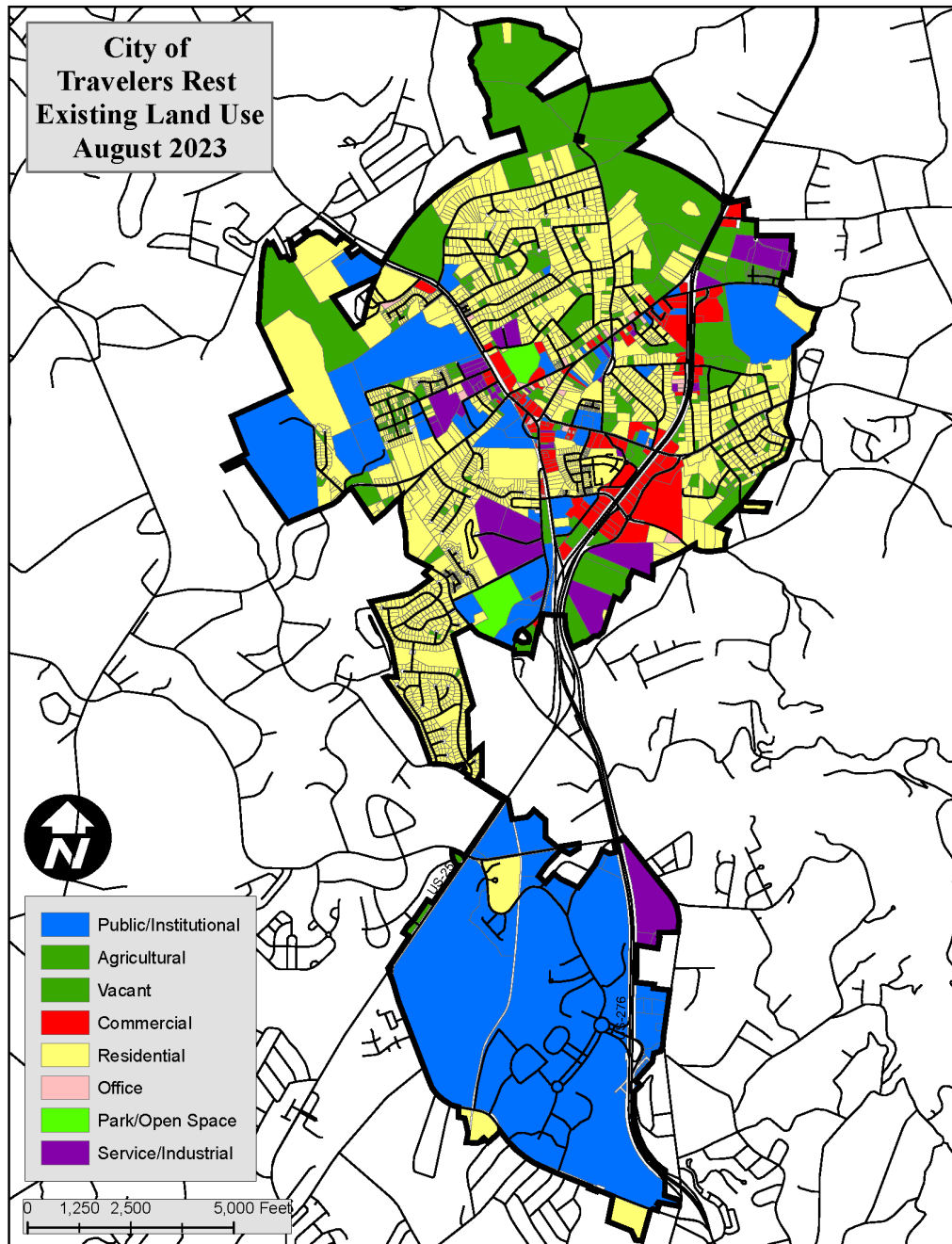
Major Subdivisions				
Docket Number	Address	Project Name	Number of Lots	Type
19-05	Hawkins Road	Hawkins Park	63	Townhome
19-06	508 N Main Street	Trailview Townhomes	17	Townhome
20-02	Roe Road	Pinestone	88	Single Family
20-05	Magnolia Drive	Magnolia Cottages	22	Single Family
20-07	Hawk Valley Drive	Whitehawk Meadows	165	Single Family
21-01	Watson Road	Wethington	42	Townhome
21-09	Hawkins Road	Gateway Village	58	Townhome
21-11	Tigerville Road	Dicey Crossing	8	Commercial
21-14	S Poinsett Highway	Parkside Village	29	Townhome
22-08	607 N Main Street	The Refuge	43	Single Family

Final Development Plans

Docket Number	Address	Project Name
18-08	Roe Road	Pinestone Phase I
20-01	508 N Main Street	Trailview Townhomes
21-07	N Main Street	Spring Park
21-13	745 Old Buncombe Road	The Stayton
23-01	State Park Road	Pinestone Warehouses



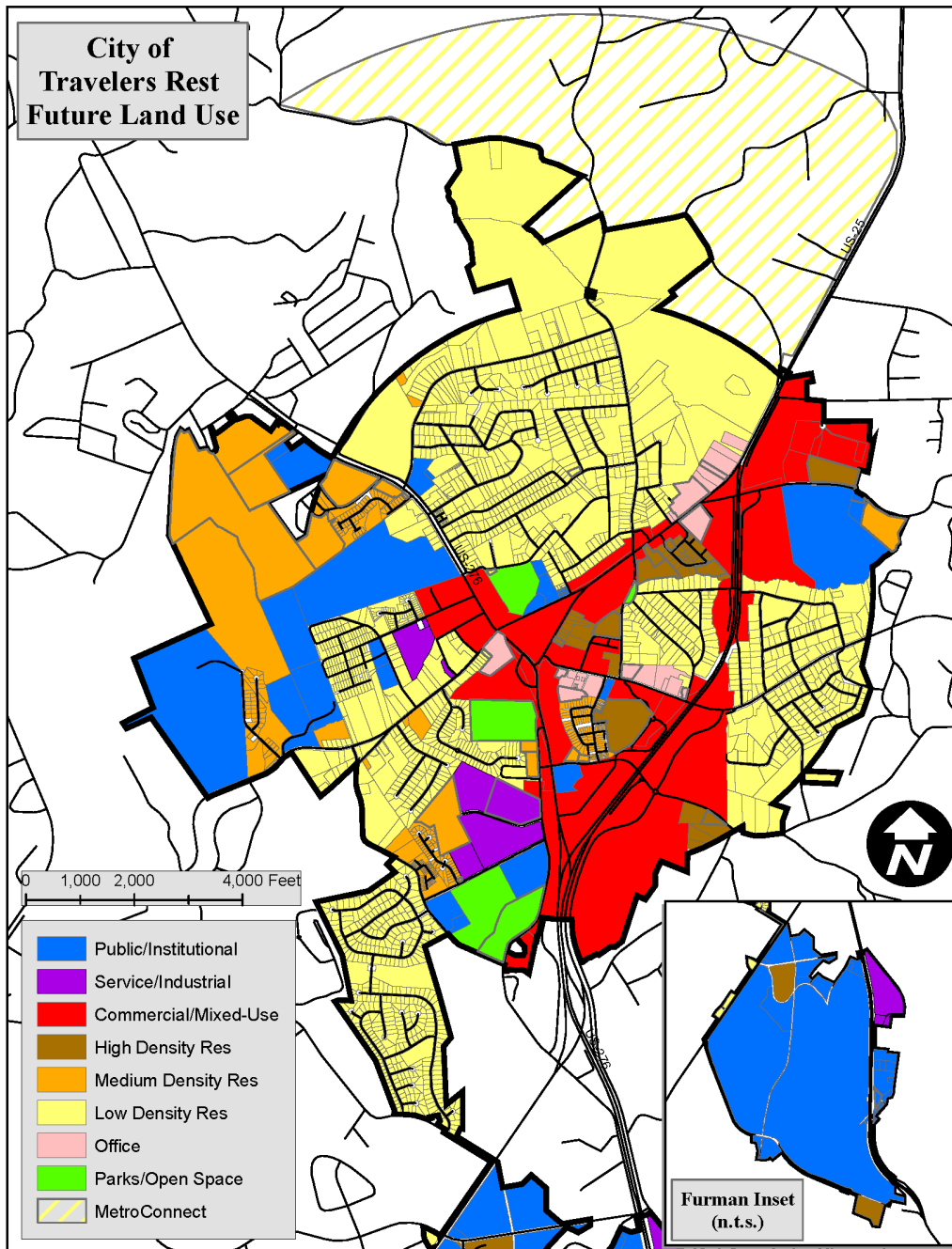
City of
Travelers Rest
Existing Land Use
August 2023



Existing Land Use Map

As of August 2023

**City of
Travelers Rest
Future Land Use**



Future Land Use Map

Resiliency Element

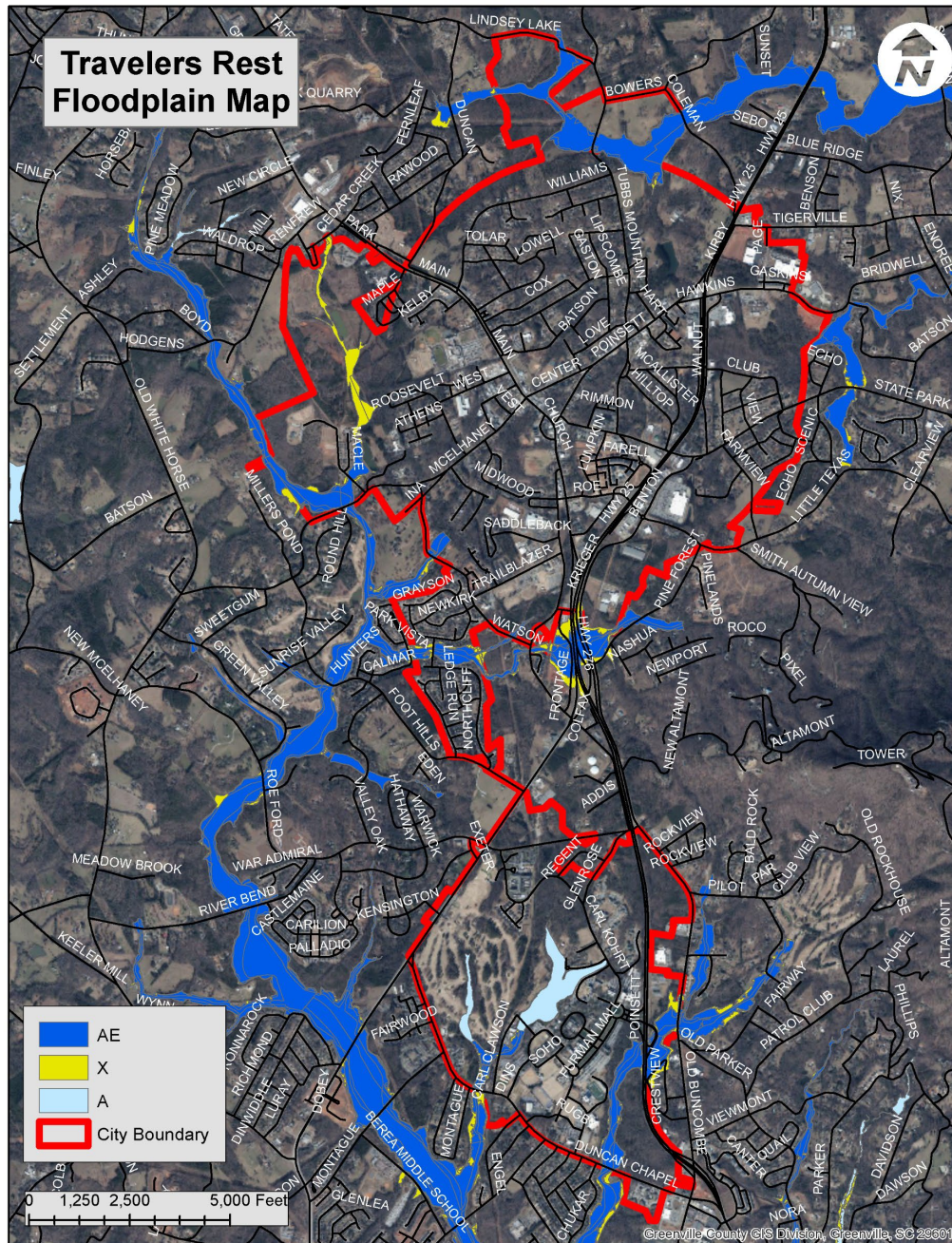
A resiliency element considers the impacts of flooding, high water, and natural hazards on individuals, communities, institutions, businesses, economic development, public infrastructure and facilities, and public health, safety and welfare.

While flooding is not considered a significant risk for Travelers Rest, flood preparedness is a foundational part of community resilience.

FEMA categorizes floodplains in multiple ways, including zone codes and annual risk. Areas with 1% Annual Chance Flood (Zone AE) are areas at risk to 100-year floods. Areas with 0.2% Annual Chance Flood (Zone X) are at risk to 500-year floods. Some areas hold water or land mass that meets the Base Floodplain elevation (Zone A) and are more likely to experience minimal riverine flooding during heavy precipitation.

Travelers Rest adopted flood control standards in 1997, as part of Ordinance O-04-97. Chapter 5.28 of the Travelers Rest Code of Ordinances are applicable to all flood hazard areas identified within the city limits.

Travelers Rest Floodplain Map



Flood Areas in TR

The Flood Risk Hazards in Travelers Rest map shows the locations of FEMA identified floodplains.

Areas with 1% Annual Chance Flood (Zone AE – dark blue) are areas at risk to 100-year floods.

Areas with 0.2% Annual Chance Flood (Zone X - yellow) are at risk to 500-year floods.

Some areas hold water or land mass that meets the Base Floodplain elevation (Zone A – light blue) and are more likely to experience minimal riverine flooding during heavy precipitation.

It Starts With





2023 Comprehensive Plan Review

Priority Investment Element

2023 Comprehensive Plan Review Schedule

June 29, 2023: Population and Housing

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

August 24, 2023: Transportation and Economic Development

September 28 2023: Land Use and Resiliency

October 26, 2023: Priority Investment Element

November 16, 2023: City Council Committee and 1st Reading

December 21, 2023: City Council Final Reading

Priority Investment Element

Analyzes the likely federal, state, and local funds available for public infrastructure and facilities during the next ten years, and recommends the projects for expenditure of those funds during the next ten years for needed public infrastructure and facilities such as water, sewer, roads, and schools.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Priority Investment Areas		
Add pedestrian and cyclist friendly accommodations along this highway to spurn higher traffic and connectivity.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. The North Poinsett Corridor improvements will add a buffered, 10' wide mixed use pathway on one side of the road, and a sidewalk on the other.
Add buffers and signage for bike/pedestrian traffic.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. The North Poinsett Corridor improvements will add a buffered, 10' wide mixed use pathway on one side of the road, and a sidewalk on the other.
Create small Swamp Rabbit extension that loops around S. Poinsett onto Center Street.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. City recently assumed maintenance of Center Street, and plans to add bike lanes along with repaving some time in FY2023-2024.
Enhance signals for crossing of cyclists and pedestrians diagonally across Main Street to allow for improved traffic flow.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. Commencement of ground work anticipated in fall 2023 for diagonal project at Main Street / McElhaney Rd / Center St intersection.

Priority Investment Element, cont.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Create a designated official entry into Gateway Park off Center Street.	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. City is working with the county to assume maintenance responsibilities of Gateway Park in the future, which would include improvements to facilities.
Create a back entry and official path with signage to the Library and Gateway Park for pedestrians and cyclists coming from North Poinsett to reduce traffic at the end of Main Street	Create better access and improved entry from and to North and South Poinsett Highway & Center Street	In Progress. City recently assumed maintenance responsibilities from SCDOT for Center Street in 2023.
Per survey feedback, public input, and input for the Planning Commission and Council, create a small arts district with small businesses in formerly residential homes.	Develop an arts district/small business area off of South Poinsett Highway	In progress. City hosts downtown Browse and Stroll Art Market to add to the city's art and cultural offerings.
Improvements such as buffers, bump outs with landscaping, and the use of open blank spaces to enhance the amount of public art and murals is encouraged to create a vibrant space.	Enhance Poinsett Highway with vibrant function, public art, and green spaces	In progress. City is adding bumpers and bulb outs along multiple corridors, including Main Street and Poinsett Highway. Three murals recently completed or in progress along Main Street.
Visually signal pedestrians to the trail extension.	Enhance Poinsett Highway with vibrant function, public art, and green spaces	In Progress. City officials are working with the county to address signage along the Swamp Rabbit Trail.

Priority Investment Element, cont.

Recommendations and Progress from 2018 Comprehensive Plan

Recommendations (2018)	Challenges Addressed	Progress (2023) No Progress, In Progress, Complete
Consider use of similar gazebo in possible green space on South Poinsett.	Enhance Poinsett Highway with vibrant function, public art, and green spaces	No Progress
A large swamp rabbit sculpture	Enhance Poinsett Highway with vibrant function, public art, and green spaces	No Progress
Create a marketing campaign including signage and advertising for development opportunities.	Encourage development of more dense residential areas around Trailblazer Park	In Progress. The city has a full time marketing specialist to assist with advertising programing and marketing of city opportunities.
Work with sister cities to recruit developers interested in the upstate and high-density development.	Encourage development of more dense residential areas around Trailblazer Park	In progress. City officials are in consistent contact with the development community to engage interest in the city.
Partner with Spartanburg and Greenville Chambers to identify possible developers in the Upstate.	Encourage development of more dense residential areas around Trailblazer Park	In progress. City officials are in consistent contact with the development community to engage interest in the city.

**Office Use Only:**

Application# _____ Fees Paid _____
 Date Received _____ Accepted By _____
 Date Complete _____ App Deny Conditions _____

APPLICATION FOR ORDINANCE TEXT AMENDMENT

Contact Planning & Zoning (864) 834-8740

APPLICANT/OWNER INFORMATION

Name:	City of Travelers Rest Planning Commission
Title:	
Address:	125 Trailblazer Drive
City/State/Zip:	Travelers Rest, SC 29690
Phone:	(864) 834-8740
Email:	mike@travelersrestsc.com


PERTINENT CODE SECTION(S): TRZO - Section 5:1.3 and Article 7 Special Exceptions

NARRATIVE DESCRIPTION/PROPOSED REVISION(S):

The City of Travelers Rest Planning Commission is proposing to revise certain sections of the City of Travelers Rest zoning ordinance including amending Section 5:1.3 and adding Section 7:13 - Tattoo Parlors, as well as other related adjustments and changes thereto.

INSTRUCTIONS

1. The application and fee, **made payable to the City of Travelers Rest**, must be submitted to the no later than 2:00 on the date reflected on the attached schedule for Planning Commission.

*Signatures	
Print	Michael Forman
Sign	
Date	9/29/2023



**CITY OF TRAVELERS REST
PLANNING & ZONING DEPARTMENT
PLANNING COMMISSION**

AGENDA ITEM

October 26, 2023

CASE NUMBER: TR-23-03 (TA)

SUBJECT: Travelers Rest Zoning Ordinance Text Amendment for Article 5 and Article 6

TO: Planning Commission – City of Travelers Rest

FROM: Michael Forman, AICP – City of Travelers Rest Planning Director

REQUEST: The City of Travelers Rest Planning Commission is proposing to revise Section 5:1.3 and add Section 6:24 to the City of Travelers Rest Zoning Ordinance, specifically to permit with conditions the use of Tattoo and Body Piercing Services in the S-1 zoning districts.

BACKGROUND: The City of Travelers Rest Zoning Ordinance contains a consolidated table of allowed uses per zoning district, located under Article 5, Section 5:1.3. There are 14 non-review zoning districts in the zoning ordinance (R-7.5, R-10, R-15, R-D, R-M, R-MHP, O-D, C-1N, C-1, C-2, S-1, I-1, CBD, and TH), and two review zoning districts (PD and FRD). The table provides allowances for permitted uses, uses permitted with conditions, uses permitted by special exception, and uses which are not permitted within each of the 14 non-review zoning districts.

STAFF ANALYSIS: One specific use outlined in Table 5:1.3, “Tattoo and Body Piercing Services”, is currently prohibited within all 14 non-review zoning districts. Challenges to the ability of other cities to entirely disallow tattoo services may open the door for legal challenges to the city under its current prohibition.

As such, a text amendment has been prepared which has been reviewed by the Planning Commission after public notice and hearing at their October 26, 2023, regularly scheduled meeting.

SUMMARY: The proposed text amendments can be summarized with two Exhibits:

EXHIBIT A: Revise Table 5:1.3 in ARTICLE 5, ZONING DISTRICT REGULATIONS of the Travelers Rest Zoning Ordinance, specifically change the “-” to “C” for Tattoo

and Body Piercing Services, under the “S-1” Column and under the “See Also” column.

EXHIBIT B: Revise ARTICLE 6 – GENERAL PROVISIONS, specifically adding Section 6:24 – Tattoo and Body Piercing Services.

Note: EXHIBITS A and B encompass the extent of the proposed Zoning Ordinance Text Amendment #TR-23-03 and are submitted as attachments A and B accordingly.

The proposed text amendment directly addresses two of the City of Travelers Rest 2018 Comprehensive Plan’s core challenges: “#2 – Improving Land Use Form & Character” and “#4 - Managing Growth” (p. 6). Revising the zoning ordinance in the manner prescribed by this text amendment will directly benefit the City’s ability to meet those Recommendations set out in the Land Use Chapter.

A public hearing was advertised in the Greenville News on October 11, 2023.

STAFF REC:

Staff finds the text amendment furthers the stated goals and recommendations of the 2018 Comprehensive Plan and requests that the Planning Commission consider forwarding this matter to the City Council with a recommendation to approve.

PC REC:

Planning Commission recommended xxxxxxxx by a vote of X-X at their October 26, 2023 meeting.

SECTION 5:1.3 - USE TABLE	R-15, R-10, R-7.5	R-D	R-M	TH	R-MHP	O-D	C-1N	C-1	C-2	CBD	S-1	I-1	See Also
Key: "P" = Permitted Use; "C" = Conditional Use; "S" = Special Exception Use; "Dash" = Prohibited Use													
Residential Uses													
Accessory Dwelling Units (ADU)	C	-	-	-	-	-	-	S	S	P	-	-	Art 6, Sec 22; Art 7, Sec 9
Dwelling (Attached Single-Family)	-	C	C	C	-	-	-	-	-	P	-	-	Art 6, Sec 13
Dwelling (Detached Single-Family)	P	P	P	P	-	-	-	-	-	P	-	-	
Dwelling (Multi-Family)	-	-	C	-	-	-	-	-	-	P	-	-	Art 6, Sec 13
Home Occupation	C	C	C	C	-	-	-	-	-	P	-	-	Art 6, Sec 12
Manufactured Home	-	-	-	-	S	-	-	-	-	-	-	-	Art 7, Sec 7
Manufactured Housing Park	-	-	-	-	P	-	-	-	-	-	-	-	
Accommodation Uses													
Bed and Breakfast Inn	-	-	-	-	-	-	P	P	P	P	-	-	
Hotel	-	-	-	-	-	-	-	-	P	P	-	-	
Short-Term Rental (STR)	P	P	P	P	-	-	-	-	-	-	-	-	Ord No. O-18-20
Institutional and Social Uses													
Assembly Hall or Banquet Hall	-	-	-	-	-	-	-	-	P	P	P	-	
Child or Day Care Center	-	-	S	-	-	-	-	-	-	-	-	-	Art 7, Sec 8
Health Care Service (Assisted Living)	-	-	P	-	-	-	-	-	-	-	-	-	
Health Care Service (Hospital)	-	-	-	-	-	-	P	-	P	-	-	-	
Health Care Service (Nursing Care Facility)	-	-	-	-	-	P	-	P	P	-	-	-	
Health Care Service (Outpatient)	-	-	-	-	-	P	P	P	P	-	-	-	
Health Care Service (Residential Continuing Care Retirement Center)	-	-	S	-	-	-	-	-	-	-	-	-	Art 6, Sec 15; Art 7, Sec 10
Public Utility	S	S	S	S	S	S	S	S	S	P	S	S	Art 7, Sec 2
Public Safety	S	S	S	S	P	P	P	P	P	P	P	P	
Religious Institution	S	S	S	S	-	S	-	S	S	S	S	-	Art 7, Sec 5
School (Grade)	S	S	S	S	-	S	-	S	S	-	S	-	
School (Higher Learning)	S	S	S	S	-	S	-	S	S	-	S	-	
School (Technical, Trade, or Other Specialty)	-	-	-	-	-	P	P	P	P	P	P	P	
Commercial and Office Uses													
Bar, Brew Pub, Drinking Place	-	-	-	-	-	-	-	-	P	S	-	-	
Building Services	-	-	-	-	-	-	-	-	P	-	P	-	
Catering Services	-	-	-	-	-	-	-	-	P	-	P	-	
Communication or Information Services	-	-	-	-	-	P	P	P	P	P	-	-	
Dry Cleaning and Laundry Services	-	-	-	-	-	-	-	P	P	-	P	-	
Financial Services	-	-	-	-	-	P	P	P	P	P	-	-	
Financial Services (Non-traditional)	-	-	-	-	-	-	-	-	-	-	-	-	
Motor Vehicle Sales	-	-	-	-	-	-	-	-	P	-	P	-	
Office and Professional Services	-	-	-	-	-	P	P	P	P	P	-	-	
Personal Care Services	-	-	-	-	-	-	P	P	P	P	-	-	
Tattoo and Body Piercing Services	-	-	-	-	-	-	-	-	-	-	C	-	Art 6, Sec 24
Pet and Animal Care Services	-	-	-	-	-	-	-	-	P	-	P	-	
Restaurant (No drive-thru)	-	-	-	-	-	-	P	P	P	P	-	-	
Restaurant (With drive-thru)	-	-	-	-	-	-	-	-	P	-	-	-	
Sales (Retail under 25,000 sf)	-	-	-	-	-	-	P	P	P	P	P	-	
Sales (Retail over 25,000 sf)	-	-	-	-	-	-	-	-	P	P	P	-	
Sales (Alcohol packaged)	-	-	-	-	-	-	-	-	P	S	-	-	
Sales (Alternative nicotine)	-	-	-	-	-	-	-	-	-	-	-	-	
Industry, Service, and Transportation Uses													
Construction and Contractor Services	-	-	-	-	-	-	-	-	-	-	P	P	
Junk/Salvage Yard	-	-	-	-	-	-	-	-	-	-	-	S	Art 7, Sec 3
Manufacturing (Light)	-	-	-	-	-	-	-	-	-	S	P	P	
Manufacturing (Heavy)	-	-	-	-	-	-	-	-	-	-	-	P	
Motor Vehicle Services (Light)	-	-	-	-	-	-	-	P	P	-	P	-	
Motor Vehicle Services (Heavy)	-	-	-	-	-	-	-	-	P	-	P	P	
Package Delivery Services	-	-	-	-	-	-	P	P	P	P	-	-	
Parking	-	-	-	-	-	P	P	P	P	P	P	P	Art 6, Sec 9
Passenger Transportation Services	-	-	-	-	-	-	-	-	P	-	P	-	
Self-Storage or Mini-Warehouse Facility	-	-	-	-	-	-	-	-	S	-	P	P	Art 7, Sec 12
Telecommunication Tower	S	S	S	S	S	S	S	S	S	-	S	S	Art 7, Sec 11
Warehousing	-	-	-	-	-	-	-	-	-	-	P	P	
Wholesaling	-	-	-	-	-	-	-	-	-	-	P	P	
Arts, Entertainment, and Recreation Uses													
Amusement or Games Facility	-	-	-	-	-	-	-	-	P	-	P	-	
Clubhouse or Country Club	S	S	S	-	-	-	-	-	-	-	-	-	Art 7, Sec 6
Equine and Livestock	S	-	-	-	-	-	-	-	-	-	-	-	Art 7, Sec 4
Fitness/Sports Club, Studio, or Center	-	-	-	-	-	-	P	P	P	P	-	-	
Museum	-	-	-	-	-	-	-	P	P	P	P	-	
Recreation (Outdoor)	P	P	P	P	P	P	P	P	P	P	-	-	
Stadium or Arena	-	-	-	-	-	-	-	-	-	-	S	-	
Theater	-	-	-	-	-	-	P	P	P	P	P	-	

Section 6:24 Tattoo and Body Piercing

Tattoo and body piercing facilities shall comply with the following:

Prior to performing tattooing procedures, a tattoo facility must apply for and obtain a license issued by the South Carolina Department of Health and Environmental Control (SCDHEC), or other appropriate state licensing authority, that shall be effective for a specified time period following the date of issue. Tattoo facilities are subject to all SCDHEC requirements, as well as the following.

(1) A tattoo facility may only provide tattooing and body piercing services and may not engage in any other retail business including, but not limited to, the sale of goods.

(2) No window display signs other than open/closed sign, business hours, and business name.

(3) No outdoor seating.

(4) Tattoo and body piercing facilities may not be located within 300 feet of a park, including the Swamp Rabbit Trail.

(5) Tattoo and body piercing facilities may not be located within the Downtown Overlay District.

(6) A change in business ownership requires a new conditional use permit approval

Memorandum of Understanding
Between Travelers Rest United Methodist Church (TRUMC)
And
The City of Travelers Rest (TR City)
Concerning the TRUMC Parking Lot and Entrance Driveways
October 9, 2023

History:

- In 2015, TR City and TRUMC agreed that the church parking lot could officially be designated as a city-use parking lot.
- In 2022, TRUMC approved TR City's addition of sidewalks to the north entrance and designated handicapped parking near that entrance along with no parking signs along the thoroughfare.

Going Forward:

- TRUMC reserves the right to limit parking to those persons attending activities at TRUMC
 - Every Sunday until 12:00 pm.
 - During any other church service (including, but not limited to, funerals, weddings, Christmas Eve, outdoor services, etc.).
- During those times, TRUMC shall have the right to enforce exclusive use of parking lot through the use of signs, parking lot monitors, or any other legal means.
- During any construction or renovation of its facilities, TRUMC reserves the right to restrict public parking to designated areas.
- Since the lot is considered a TR City public lot:
 - TR City will inspect parking lot at least one time every ninety (90) days to determine condition of parking lot.
 - TR City will provide parking lot maintenance as needed (curb repair, relining, signage) and provide notice to TRUMC of maintenance needed and performed.
 - TR City will resurface and/or repair the lot when needed and provide notice to TRUMC prior to resurfacing and/or repair.
 - TR City will provide jurisdiction over the lot and north entrance with appropriate signage stating so.

- **TR City will provide routine police patrol and protection.**
- **Overnight parking shall not be allowed, and city-provided signage shall state this.**
- **Any changes to the physical layout or addition of parking spaces will have to be approved by TRUMC.**
- **This agreement will automatically renew for successive 5 year terms unless either party notifies the other 6 months prior to the end of any 5-year term of their decision to terminate at the conclusion of the present term.**

TR City Administrator / Date

TRUMC Trustee / Date