



CITY OF SPARTANBURG

SOUTH CAROLINA

CITY COUNCIL AGENDA

**City Council Meeting
City Council Chambers
145 West Broad Street
Spartanburg, SC
Monday, November 10, 2014
5:30 p.m.**

- I. Moment of Silence**
- II. Pledge of Allegiance**
- III. Approval of the Minutes of the October 27, 2014 City Council Meeting**
- IV. Approval of Agenda of the November 10, 2014 City Council Meeting**
- V. Public Comment**
*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
- VI. Special Presentations**
 - A. Recognition of Retiring Spartanburg City Firefighter Sergeant Robert E. Walker, Jr.**
Presenter: Mayor Junie White
 - B. Presentation of Proclamation to Wofford Head Basketball Coach Mike Young**
Presenter: Mayor Junie White
- VII. Public Hearing**
 - A. Ordinance to Amend the City of Spartanburg, South Carolina Zoning Ordinance and Comprehensive Plan Land Use Element, by Amending Section 206, Changes to District Boundaries, Specifically Parcel 7-12-13-254.00 Located on 201 Highland Avenue, for Proposed Highland Crossing (formerly Cammie Claggett), which is Currently Zoned R-6 with a Land Use Designation of General Residential District to Zone R-6 PDD with a Land Use Designation of General Residential Planned Development District from Daryl Dalton, Interim Executive Director, Spartanburg Housing Authority, Owner in Order to Improve and Develop the Property in a Manner which is More Consistent with the City's PDD Zoning Category and the Future Development of the Highland Area (First Reading)**
Presenter: Joshua T. Henderson, Planning Coordinator

As required by the Americans with Disabilities Act, the City of Spartanburg will provide interpretive services for the City Council Meetings. Requests must be made to the Communications & Marketing Office (596-2020) 24 hours in advance of the meeting. This is a Public Meeting and notice of the meeting was posted with the Media 24 hours in advance according to the Freedom of Information Act.

VIII. Resolution

- A. To Determine Eligibility of 275 S. Church Street (Schuyler Building) for Special Property Tax Assessment for Rehabilitated Historic Property as Adopted by Ordinance of City Council on September 9, 2013**
Presenter: Chris Story, Assistant City Manager

IX. Other Business

- A. Approval of Contract for Onsite Health Clinic**
Presenter: Michelle Clyburn, Director of Human Resources
- B. Approval of Grant Agreement to Support the Renovation of 155 West Main Street**
Presenters: Chris Story, Assistant City Manager
- C. Extension of Funding Challenge for Hub City Co-op Grocery**
Presenter: Chris Story, Assistant City Manager
- D. Presentation and Review of Northside Choice Neighborhood Transformation Plan**
Presenter: Chris Story, Assistant City Manager

X. City Council Updates

XI. Adjournment

** City Code Sec. 2-57. Citizen Appearance. Any citizen of the City of Spartanburg may speak at a regular meeting on any matter pertaining to City Services and operations germane to items within the purview and authority of City Council, except personnel matters, by signing a Citizen's Appearance form prior to the meeting stating the subject and purpose for speaking. No item considered by Council within the past twelve (12) months may be added as an agenda item other than by decision of City Council. The forms may be obtained from the Clerk and maintained by the same. Each person who gives notice may speak at the designated time and will be limited to a two (2) minute presentation.*



**City Council Meeting
City Council Chambers
145 West Broad Street
Spartanburg, SC
Monday, October 27, 2014
5:30 p.m.**

**(These minutes are subject to approval at the
November 10, 2014 City Council meeting.)**

City Council met this date with the following members present: Mayor Junie White, Mayor pro tem Jan Scalisi, Councilmembers Cate Ryba, Erica Brown, Robert Reeder, Jerome Rice, and Sterling Anderson. City Manager Ed Memmott and City Attorney Cathy McCabe were also in attendance. Notice of the meeting was posted with the Media 24 hours in advance according to the Freedom of Information Act. All City Council meetings are recorded for a complete transcript.

- I. Moment of Silence - observed**
- II. Pledge of Allegiance - recited**
- III. Approval of the Minutes of the October 13, 2014 City Council Meeting –**
Councilmember Ryba made a motion to approve the minutes as received. Councilmember Brown seconded the motion, which carried unanimously 7 to 0.
- IV. Approval of Agenda of the October 27, 2014 City Council Meeting –**
Mayor White asked that the agenda be amended to move recognition of retiring Firefighter Robert Walker to the November 10 meeting.
Mayor pro tem Scalisi made a motion to approve the amended agenda. Councilmember Ryba seconded the motion, which carried unanimously 7 to 0.
- V. Public Comment - none**
*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
- VI. Special Recognition of Retiring Spartanburg City Firefighter Robert Walker**
Presenter: Mayor Junie White – rescheduled to November 10 meeting.
- VII. Other Business**
 - A. Award of Bid for Stewart Park Activity Center**
Presenter: David Cook, Construction Manager
Mr. Cook presented the item to City Council as follows:

“Staff solicited bids for the construction of an Activity Center at Stewart Park. This facility will be approximately 3,000 square feet in size. The building has been designed to provide flexible space which can be used for exercise, crafts, educational, and other community purposes. Funding for the construction of the Stewart Park Activity Center was included in the Park and Recreation Improvement Capital Plan.

The following bids were submitted:

Contractor	Bid
Clayton Construction, Spartanburg, SC	\$438,000
Melloul Blamey Construction, Greenville, SC	\$479,000

Staff has reviewed the qualifications and references for both contractors, and has determined that Clayton Construction is the responsive low bidder. Clayton Construction is a certified MWBE firm, and plans to sub-contract 7% of the work to a Disadvantage Business Enterprise.

ACTION REQUESTED: Authorization for the City Manager to negotiate final terms and enter into a contract with Clayton Construction for the construction of Stewart park Activity Center

BUDGET AND FINANCIAL DATA:

Neighborhood Park Improvement Capital Project GP1270.”

Councilmember Rice made a motion to approve the award of bid to Clayton Construction in the amount of \$438,000 for construction of the Stewart Park Activity Center. Councilmember Reeder seconded the motion, which carried unanimously 7 to 0.

B. Award of Bid for Strategic Study for Police and Fire Services

Presenters: Ed Memmott, City Manager

Mr. Memmott presented the item to City Council as follows:

“The provision of high quality police and fire services is the City’s highest priority. This emphasis is reflected in the City’s budget. Police and fire services account for nearly half of total expenditures. 220 of the City’s approximately 390 full time employees work in the police or fire departments. Over the next five years, expenditures for police and fire operations will likely exceed \$65 million. The efficiency in how the City delivers these services will have a significant impact on the availability of resources for other city services and programs. The effectiveness of these services will be a major determinant of the City’s ability to remain an attractive place for private investment and development.

Given these important consequences, management strongly believes it is appropriate to contract for a strategic study of City police and fire operations. This study will assess our current and future staffing/deployment needs, equipment needs, provide bench marking data, and offer recommendations for optimal results given budget constraints. The study will provide management and Council with an independent assessment conducted by a team of professionals who specialize in police and fire operations.

In August, the City advertised for statements of qualifications from firms interested in providing this study. Qualifications statements were received from the following firms:

1. BDO USA, LLP
2. Berkshire Advisors
3. Center for Public Safety Management, LLC
4. Fitch and Associates, LLC
5. Management Partners
6. Matrix Consulting Group
7. Novak Consulting Group
8. Tri-Data Division, Systems Planning Corporation

A review committee comprised of Police Chief Alonzo Thompson, Fire Chief Marion Blackwell, Municipal Judge Erika McJimpsey, Spartanburg Water General Manager Sue Schneider, Rhonda Lockhart (JM Smith Corporation), and I rated the qualifications of the responding firms. Two firms, Berkshire Advisors and Management Partners, were determined to be the most qualified. I then requested fee proposals from Berkshire and Management Partners. Based on these fee proposals, I have determined that Management Partners offers the best value and would provide a very high quality study. I have consulted with Chiefs Thompson and Blackwell throughout this process and both indicated that they would be comfortable with the selection of Management Partners.

ACTION REQUESTED: Authorization to enter into a contract with Management Partners for Strategic Study for Police and Fire services at a cost of \$76,990.

BUDGET AND FINANCIAL DATA: \$76,990 – FY 15 General Fund Budget - Professional Services”

After lengthy discussion, Councilmember Rice made a motion to authorize the City Manager to contract with Management Partners for Strategic Study for Police and Fire Services as a cost of \$76,990. Councilmember Anderson seconded the motion, which carried unanimously 7 to 0.

C. Presentation and Review of Northside Choice Neighborhood Transformation Plan

Presenter: Chris Story, Assistant City Manager

Mr. Story presented the Northside Choice Neighborhood Transformation Plan document to Council and explained that Curt McPhail, Project Manager for Northside Development Group would go through the plan with Council in several meetings. Mr. McPhail stated that the plan was submitted to HUD on October 20 and that they would hear back from them soon. He reviewed the first part of the plan with Council. (the document is available for review)

VIII. City Council Updates –

Councilmember Rice reminded everyone of the ribbon cutting at Harvest Park on Thursday, November 6 at 10:00 a.m.

He shared that the name of the new Cammie Clagget project was voted on at the neighborhood meeting and the consensus was “Highland Crossing”.

Councilmember Anderson shared he had attended the Wofford Homecoming festivities and that it was a great event. He reminded everyone of the November 15 St. Matthews Park opening from 11:00 a.m. until 2:00 p.m.

Councilmember Brown shared she attended the YMCA Fall Festival, which included the Food Truck rodeo. She stated that it was a great, well-attended event. She also mentioned the Harvest Park ribbon cutting on Thursday, November 6 at 10:00 a.m. and the Grand Opening on Saturday, November 8.

Councilmember Reeder mentioned the meeting of the FY15-16 discretionary funds committee with Mr. Memmott, Mr. Story and Mr. Mitch Kennedy, and that they would be coming to Council with information at a later date.

Councilmember Ryba shared that the committee Mayor White appointed to recommend FY15-16 discretionary funds had met and would bring recommendations to full council at a later date.

She mentioned that she had attended the Playful City USA Leadership Summit/Kaboom conference in Chicago with Parks and Recreation staff and others. She shared that they presented an idea to reconnect bodies of water, such as Duncan Park Lake or the Butterfly Branch to everyday life of kids and how to bring water play back to families and kids to Spartanburg. She stated that the team would be coming to Council to present the idea that was presented in Chicago at a later date.

Mayor pro tem Scalisi stated that she attended the dedication of the play area at S. Converse Street Park to Brian Wofford and that it was a great event with lots of people and delicious food.

She shared that she attended a Way to Wellville presentation that was well attended by citizens.

She invited everyone to visit Paisley Paws, a new business opened on Broad Street.

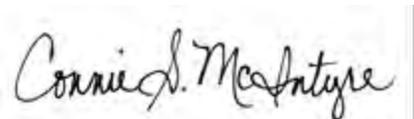
IX. Executive Session to Discuss Potential Downtown Economic Development Project -

Mayor pro tem Scalisi made a motion to adjourn to Executive Session for the reason stated. Councilmember Reeder seconded the motion, which carried unanimously. Council adjourned to Executive Session at 6:29 p.m.

Council reconvened the regular meeting at 7:29 p.m. Mayor White stated that discussion was held with no decision made or votes taken.

X. Adjournment –

Mayor pro tem Scalisi made a motion to adjourn the meeting. Councilmember Brown seconded the motion, which carried unanimously 7 to 0. The meeting adjourned at 7:31 p.m.



Connie S. McIntyre, City Clerk



REQUEST FOR COUNCIL ACTION

TO: Ed Memmott, City Manager

FROM: Joshua T. Henderson, Planning Coordinator

SUBJECT: Rezoning of property located at 201 Highland Avenue, Daryl Dalton, Interim Executive Director, Spartanburg Housing Authority (SHA), & Jennifer Wilkinson, Sr. Vice-President of Development, on behalf of Community Housing Partners Corporation (CHP), Co-Owners, & Developers.

DATE: November 10, 2014

SUMMARY: On October 16, 2014, the Planning Commission held a public hearing and reviewed a rezoning request submitted by Daryl Dalton, Interim Executive Director, (SHA) and Jennifer Wilkinson, Sr. Vice-President of Development, on behalf of (CHP), Co-Owners & Developers, to rezone parcel 7-12-13-254.00 from Zone R-6/General Residential District to R-6 PDD/General Residential Planned Development District. The proposed Highland Crossing Apartments will be located on approximately 6.19 acres in size, and was the former Cammie Claggett on the corner of W. Henry Street and Highland Avenue, addressed at 201 Highland Avenue. This request is to rezone the property for an apartment complex/multifamily residential development, as permitted under the R-6 PDD/General Residential Planned Development District zoning classification.

The former Cammie Claggett was one of the Spartanburg Housing Authority's (SHA) public housing apartment complexes that had consisted of one hundred fifty (150) units which are all now vacant. Over a long period of time the apartments suffered a lot of plumbing and structural problems which resulted in the units being unsafe; and the (SHA) had emptied all of them out by attrition over the past year. The owners desire to improve the property in a manner which is more consistent with the City's PDD zoning category. The owners wish to develop a group of structures that will consist of seventy-two new multifamily units, mass the property's open space and consolidate the residential portions of the planned development in a manner consistent with the PDD zoning regulations. The development is contemplated using a consolidated approach whereby the bulk of the residential buildings and amenities are located at the intersection of Highland Avenue and S. Henry Street. This approach, based on future development in the Highland area, gives the property an "urban feel" which was recommended by city officials.

PLANNING COMMISSION RECOMMENDATION: The request was unanimously endorsed by the Planning Commission on October 16, 2014. Staff's recommendation concerning this application is explained in detail in the attached staff report to the Planning Commission.

ADDITIONAL INFORMATION: Minutes from the October 16, 2014 Planning Commission Meeting and Staff Report with attachments are included. In addition, enclosed is a proposed Ordinance in the event that Council approves the rezoning request.

BUDGET AND FINANCE DATA: N/A

AN ORDINANCE

ORDINANCE TO AMEND THE CITY OF SPARTANBURG, SOUTH CAROLINA ZONING ORDINANCE AND COMPREHENSIVE PLAN LAND USE ELEMENT, BY AMENDING SECTION 206, CHANGES TO DISTRICT BOUNDARIES, SPECIFICALLY PARCEL #7-12-13, 254.00 – LOCATED AT 201 HIGHLAND AVENUE, HIGHLAND CROSSING, (FORMERLY CAMMIE CLAGGETT), WHICH IS ZONED R-6 WITH A LAND USE DESIGNATION OF GENERAL RESIDENTIAL DISTRICT TO ZONE R-6 PDD WITH A LAND USE DESIGNATION OF GENERAL RESIDENTIAL PLANNED DEVELOPMENT DISTRICT; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.

WHEREAS, the City of Spartanburg now finds that, upon further review, it is in the public interest that the land use designation for the parcel identified on the Official Zoning Map of the City of Spartanburg, South Carolina, dated August 6, 1973, as amended, by changing the zone of Lot 254.00, as shown on Spartanburg County Block Map Sheet 7-12-13, from R-6, General Residential District to R-6 PDD, General Residential Planned Development District; and

WHEREAS, this zoning change would be compatible with surrounding land uses and neighborhood character, would not be detrimental to the public health, safety and welfare, and, further, would be in conformance with the Comprehensive Plan; and

WHEREAS, the Planning Commission held a public hearing on October 16, 2014, at which time a presentation was made by staff and an opportunity was given for the public to comment on the rezoning request; and

WHEREAS, the Planning Commission, after consideration of the staff report, public comments, and the criteria set forth in Section 605 of the Zoning Ordinance, subsequently voted at that meeting to recommend to City Council that the rezoning request be approved as recommended by City Staff.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and Members of Council of the City of Spartanburg, South Carolina, in Council assembled:

Section 1. Amendment. That the official zoning map of the City of Spartanburg, as referenced by Section 206 of the Zoning Ordinance, be, and the same hereby amended as follows:

- The Lot currently identified as 254.00, on Spartanburg County Block Map Sheet 7-12-13 shall be now designated as R-6 PDD, General Residential Planned Development District.

Section 2. Severability. If any section, phrase, sentence or portion of this Ordinance is for any reason held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct and independent provision, and such holding shall not affect the validity of the remaining portions thereof.

(continued)

Section 3. Effective Date. This Ordinance shall be effective upon its adoption by the City Council of the City of Spartanburg, South Carolina.

DONE AND RATIFIED THIS _____ DAY OF _____, 2014.

Junie L. White, Mayor

ATTEST:

Connie S. McIntyre, City Clerk

APPROVED AS TO FORM:

Cathy H. McCabe, City Attorney

___/___/___ 1st Reading

___/___/___ 2nd Reading

***Spartanburg City Planning Commission Meeting Minutes
Thursday, October 16, 2014***

***City Hall Council Chambers
Spartanburg, South Carolina***

The City Planning Commission met in City Hall Council Chambers on Thursday, October 16, 2014, at 5:30 P.M. The following City Planning Commissioners attended this meeting: Nancy Hogan, Bob Pitts, Howard Kinard, James Jenkins, Wendell Cantrell, and George Harakas. Richard Letchworth was absent. Representing the Planning Department were Joshua Henderson, Planning Coordinator, and Julie Roland, Planning Department Administrative Assistant. Assistant City Manager Chris Story also attended the meeting.

[Editor's Note: A Pre-Agenda meeting was held at 5:00 P.M. in the City Manger's Conference Room, where they were briefed on one rezoning request and had a brief discussion regarding 2013 proposed Excellence in Design prospects.

Roll Call

Ms. Hogan, the Chair, stated that notice of this meeting was posted and provided to the media 24 hours in advance as required by the Freedom of Information Act.

Ms. Hogan noted that six Planning Commissioners were present, constituting a quorum. Ms. Hogan went over the rules and procedures for conducting a public hearing.

Mr. Cantrell moved approval of the Agenda for the October 16, 2014 meeting, with second by Mr. Jenkins. The motion was unanimously approved by a vote of 6 to 0.

Disposition of the Minutes from the July 17, 2014 meeting of the Spartanburg City Planning Commission

Mr. Cantrell moved approval of the July 17, 2014 meeting minutes as submitted, with second by Mr. Harakas. The motion was unanimously approved by a vote of 6 to 0.

Old Business – None.

New Business

REZONING REQUEST – TMS#7-12-13, 254.00. Located at 201 Highland Avenue for proposed Highland Crossing (formerly Cammie Claggett), which is currently zoned R-6, with a Land Use Designation of General Residential District to zone R-6 PDD, with a Land Use Designation of General Residential Planned Development District, from Daryl Dalton, Interim Executive Director, Spartanburg Housing Authority, Owner. The purpose for the request is to improve and develop the property in a manner which is more consistent with the City's PDD zoning category and the future development of the Highland area.

Mr. Henderson came forward and was sworn and said tonight's case was for a Zoning Map Amendment for the property located at 201 Highland Avenue; and the request was for a zoning map amendment and adopt a Planned Development District overlay for the property, from Zone R-6, General Residential District to R-6 PDD General Residential Planned Development District.

Mr. Daryl Dalton, Interim Executive Director of the Spartanburg Housing Authority came forward and was sworn. He informed the Planning Commissioners the proposed Highland Crossing was formerly called Cammie Claggett; and it was one of the Housing Authority's public housing apartment complexes that had consisted of one hundred fifty (150) units which were all now vacant. They had a lot of plumbing and structural problems which resulted in the units being unsafe; and they had emptied all of the units out by attrition over the period of a year. The proposed Highland Crossing consists of an area that only takes up forty (40) of the previous one hundred fifty (150) units, which was the area beside Macedonia Church. Mr. Dalton said the project was unique in several different ways, one of which had to do with the different resources they were bringing to the table to help fund the project: a) they were using a new program from HUD which was called RAD (Rental Assistance Demonstration) program, in which HUD allowed Housing Authorities to convert public housing to Section Eight. The reason HUD was promoting the program was because currently public housing was owned by HUD; and the burden for

maintaining those units was on HUD. Under the RAD system the ownership would be transferred to a new ownership entity which would be between the Housing Authority and the developer. The new ownership entity would be responsible for taking care of the units and not HUD. 2) the other funding source was tax credits. The Housing Authority had worked very closely with the S.C. State Housing Finance and Development Authority with its Tax Credit Program. The Spartanburg Housing Authority had petitioned them and they created a set-aside this year in their tax credit cycle for the RAD program. The Spartanburg Housing Authority was the only Applicant that qualified and they received nine (9%) percent tax credits which was a value of approximately seven and a half million dollars (\$7,500,000.00). He explained another thing that made this so unique was that they were the only Housing Authority in U.S. who was doing a RAD project with nine (9%) percent tax credits, which was important to the Housing Authority, HUD, as well as the nation. He explained their plans for the project was demolition of the forty (40) units and new construction of seventy-two (72) new units. Mr. Dalton explained the SHA had partnered with Community Housing Partners (CHP), which was a non-profit developer, and their headquarters was located in Virginia, but they had a S.C. presence located in Mount Pleasant, S.C.

Ms. Jennifer Wilkinson, Senior Vice-President of Development with Community Housing Partners Corporation (CHP) from Mount Pleasant, S.C. came forward and was sworn. She informed the Planning Commissioners they were extremely excited to be partnering with the Spartanburg Housing Authority, and she explained that CHP had been a non-profit affordable housing, commercial developer since the late 1970's. They had been awarded two new construction RAD properties, which were the only two awarded in the U.S. This would be a flagship project for the local HUD office in Columbia, S.C. The property would contain seventy-two (72) units that would be comprised of one, two and three bedroom units; which would be a nine million dollar (\$9,000,000.00) project and a lot of the resources would come from the tax credits, CHP, along with the SHA; and they would co-own, co-manage and co-develop with the SHA. They went through multiple designs for the project due to the topo of the area; and they wanted to leave as much green space as possible, so they pushed the buildings up the top of the hill on Highland; and they decided to go with the PDD rezoning because of the topo and the setbacks. The timeline was another reason why they went with the PDD as opposed to Large Tract Overlay as well as the number of units; and she said they hoped to pull demolition permits in November, 2014. This would be a multi-level property, seventy-two (72) units with three (3) buildings. She explained they were trying to push an urban design up on the hill because it overlooked the downtown area, and their hope was this project would begin to filter other projects out into that side of Highland Avenue. Ms. Wilkinson concluded her presentation by saying since they were a non-profit organization they would be using a lot of local sub-contractors. She provided renderings for the Planning Commissioners to view of the project as well as distributed a pamphlet on the project to each member.

Mr. Henderson came forward again and introduced the meeting packet the Board Members had previously received including the slides, presentation, as well as the pamphlet they were just presented, into evidence as Exhibit A. He showed slides of the property, what was existing, the existing lay-out plan and parking, and what was proposed for the property. He said there would be two, two-story units on the end, and a three-story building in the middle. There would be a clubhouse, laundry, fitness, playground, gazebo, dry pond for stormwater retention, adequate parking, adequate dumpster space, and they would be using existing curb-cuts for ingress and egress throughout the site. He showed a slide of the landscape plan and said he reviewed it under the PDD overlay as well as the landscape ordinance; which he said it complied with both. Mr. Henderson said they needed to look at parking lot regarding landscaping, but he was sure it would meet the requirements.

Board Questions:

- Mr. Cantrell asked about assigned parking for the different units. Mr. Henderson explained the parking calculation for multi-family would be two parking spaces per dwelling unit, which would be 144 required spaces; however, they would install two bike racks, which would reduced the number of required parking spaces down to 130, and the developer would install 135 parking spaces, including eight handicapped parking spaces, which was adequate according to the Zoning Ordinance. He did not know about the parking layout regarding each individual unit.

- Mr. Kinard asked Mr. Henderson from the City’s review of the submitted site plans, did all the plans comply with the PDD. Mr. Henderson said yes, from what had so far been submitted. He explained they had not had the formal submittal of the site and landscaping plans yet.

[Editor’s Note: the report included the following list of criteria for the Commission to consider when reviewing a rezoning request and Staff’s analysis of those criteria:

1. *Consistency (or lack thereof) with the Comprehensive Plan* – The general intent of the PDD Overlay, as described in the City of Spartanburg Zoning Ordinance, is to “comprehensively correlate the provisions of this and other ordinances of the City, to permit developments which will provide a desirable and stable environment in harmony with that of the surrounding area; to permit flexibility that will encourage a more creative approach in the development of land, will result in a more efficient, aesthetic and desirable use of open area; to permit facilities, and off-street parking area; and to utilize best potentials of sites characterized by special features of geography, topography, size or shape.” As previously mentioned under Section 507.6, multifamily residential is permitted by right under an R-6 PDD Overlay District.

The 2004 Comprehensive Plan has specified High Density Residential for the property in question. High Density Residential is “intended for multifamily and cluster home, residential use, with a density of eight units per acre or greater.” The proposed development will meet the requirements of multifamily and high density residential use and will also meet the threshold units per acre with 11.6 units per acre.

2. *Compatibility with the present zoning and conforming uses of nearby property and with the character of the neighborhood* – The property is surrounded by R-6 residentially zoned properties on three sides and a B-3/General Business District zoned property to the west, which is currently a church use. The proposed PDD Overlay will not change the type of use that this property has been for a long period. It will only place some additional site enhancement requirements that will benefit the surrounding residentially zoned properties and complement the commercially zoned properties in the surrounding area.
3. *Suitability of the property affected by the amendment for uses permitted by the district that would be made applicable by the proposed amendment* – The property has been, and still is, suitable for the proposed development. The topography requires the development be pushed up near Highland Ave. which will provide more pedestrian activity and connectivity to the street. The development will have to go through the Site Plan Review process and meet all site development requirements from the various City departments involved with this review.
4. *Marketability of the property affected by the amendment for uses permitted by the district applicable to the property at the time of the proposed amendment* – The marketability of the property essentially would be the same. The proposed development, meeting all PDD requirements, will only enhance this property, area, and ultimately, the City of Spartanburg.
5. *Availability of sewer, water and stormwater facilities generally suitable and adequate for the proposed use* – Both water and sanitary sewer services are available to this site.

STAFF RECOMMENDATION

The proposed zoning map amendment is consistent with the Comprehensive Plan. Staff is of the opinion that the proposed zone change will be a benefit for the community and the City of Spartanburg and will not cause an adverse impact on surrounding properties with regards to possible uses allowed under the PDD Overlay zoning classification. Therefore based on the information provided, Staff recommends approval of the proposed zoning map amendment, as presented, to adopt the Planned Development District Overlay making the property zoned R-6/PDD.

More Board Questions:

- Mr. Kinard said he knew that PDD also allowed for non-residential uses; and he asked would this be all residential uses. Mr. Henderson explained it would be all residential, with the exception of what was contained in the clubhouse, leasing, etc.

- Ms. Hogan asked what happened if the owner/developer decided they wanted to change the layout. Mr. Henderson said if anything changed from what was approved by the Planning Commission and City Council, any changes would need to come back through the Planning Department and then go back to City Council.

Ms. Hogan opened the public hearing and asked anyone who wished to speak in favor of the request to come forward. No one came forward. Ms. Hogan asked anyone who wished to speak in opposition to the request to come forward. No one came forward. Ms. Hogan closed the public Hearing.

Board Deliberation:

- Mr. Kinard felt from everything that had been presented, the proposed project looked to be in line with the general intent of the Zoning Ordinance, and also all the plans seemed to be in accordance with the PDD requirements.
- Ms. Hogan asked about Ms. Wilkinson’s earlier comments regarding the reasons they decided to go with the PDD option as opposed to the Large Tract Development regarding the setbacks; and asked her if she was familiar with what the difference would be. Ms. Wilkinson explained there was a big difference in the setbacks regarding a PDD in which they had more setbacks which helped with the topography of the area.
- Ms. Hogan said another comment for the reason was the time-line. Ms. Wilkinson said when they spoke with the City, they were informed the timeline for a Large Tract Development would be about six months; and they needed to close on the property before February 1, regarding the tax credits; and she said the PDD fit the timeline. Ms. Wilkinson also informed the Planning Commissioners they held a community meeting this past Tuesday night that was very well attended, and everyone seemed to be in favor of the project moving forward.
- Ms. Hogan said the project looked beautiful and attractive from the renderings that were provided.

Mr. Cantrell moved to accept the request as presented, and he was seconded by Mr. Kinard. The motion was unanimously approved by a vote of 6 to 0.

Ms. Hogan informed the petitioners the request would now be forwarded to City Council.

Mr. Henderson said it would go before City Council for another public hearing and a First Reading on November 10, 2014; and they would receive a letter to that effect from the Planning Department.

Site and Landscape Plans Approved since the July 17, 2014 Meeting

Mr. Henderson said none had been approved since the July 17, 2014 meeting.

City Council Updates (FYI) Since Last Mtg. of Planning Commission on June 19, 2014 Mtg:

Mr. Henderson went over the updates from City Council that pertained to the Planning Commission since the July 17, 2014 Planning Commission Meeting as follows:

- July 14, 2014 Council Mtg: Rezoning Request denied for request on 241 Cedar Springs Road.
- Aug. 11, 2014 Council First Reading approval for rezoning request on 148 N. Walker Street, from Zone B-4 to B-3; and on August 25, 2014 the request received second and final reading.

Staff Announcements

- Mrs. Roland informed the Planning Commissioners there was still one vacant Board Member position on the HARB Board, if anybody knew someone that might wish to serve, to please let her know.

The meeting adjourned at 5:55 P.M.

Respectfully Submitted,

Nancy Hogan, Chair



REQUEST FOR COUNCIL ACTION

TO: Spartanburg City Council

FROM: Chris Story, Assistant City Manager

SUBJECT: Eligibility of 275 S. Church Street (Schuyler Building) for Special Assessment for Rehabilitated Historic Property

DATE: November 5, 2014

Last year City Council established by ordinance a mechanism, consistent with state code, which allows City Council to provide an advantaged property tax treatment for eligible historic properties when those properties are significantly rehabilitated according to historic standards.

At the July 8, 2013 City Council meeting, Council voted to authorize the City Manager to take action necessary to designate the property for special assessment.

As verified by the South Carolina Department of Archives & History, 275 S. Church Street qualifies as an historic structure. The special assessment would relieve the owners of a portion of the additional property tax liability created by the acquisition and historic-standard renovation of the property for five years.

Staff recommends approval of the attached resolution to clarify the awarding of this assessment.

We welcome any questions you may have.

RESOLUTION

TO DETERMINE ELIGIBILITY OF 275 S. CHURCH STREET (SCHUYLER BUILDING) FOR SPECIAL PROPERTY TAX ASSESSMENT FOR REHABILITATED HISTORIC PROPERTY AS ADOPTED BY ORDINANCE OF CITY COUNCIL ON SEPTEMBER 9, 2013.

WHEREAS, City Council of the City of Spartanburg, South Carolina (the "City"), adopted an ordinance on September 9, 2013, providing for Special Property Tax Assessment for Rehabilitated Historic Properties and establishing processes and standards for eligibility; and

WHEREAS, the ordinance requires that the City Council determine by resolution the eligibility of individual projects for the Special Assessment; and

WHEREAS, 275 S. Church Street (Schuyler Building) is an eligible structure and the renovations appear to have been conducted according to standards.

NOW, THEREFORE, BE IT RESOLVED By the Mayor and Members of Council of the City of Spartanburg, in Council assembled:

Section 1. City Council has determined that 275 S. Church Street (Schuyler Building) is eligible to pursue the special tax assessment in accordance with Chapter 18, Article III of the Code of the City of Spartanburg.

Section 2. The Clerk shall provide written notice to the City of Spartanburg Architectural Design and Historic Review Board and the County Assessor of the adoption of this Resolution.

Section 3. This Resolution shall become effective immediately upon its enactment.

DONE AND RATIFIED this _____ day of _____, 2014.

Junie L. White, Mayor.

ATTEST:

Connie S. McIntyre, City Clerk.



REQUEST FOR CITY COUNCIL ACTION

TO: Ed Memmott, City Manager

FROM: Michelle Clyburn, Director of Human Resources

SUBJECT: Contract for On-site Health Clinic

DATE: November 6, 2014

As you know, the City administers health insurance benefits for employees and dependents. Last year the full cost of this program was \$3.8 million. The City is self-insured, which means the City directly pays the cost of the vast majority of health claims incurred. Like many progressive larger employers, for several years now we have provided an on-site primary care clinic. The strategic objectives of an on-site clinic are:

- Reduced long term claim costs. Proactively addressing health problems before they progress to the point of requiring very costly procedures or hospitalizations produces significant savings.
- Cost effective handling of routine screenings, minor illnesses, and preventive care. We can provide those functions at a lower cost through the on-site clinic.
- Improved productivity. The convenience reduces time away from work and, perhaps most importantly, healthy folks are happier and more productive.

We have been pleased with the success of our on-site health clinic and would like to expand the scope of services to enhance this benefit. We would like for the clinic to increase our risk management outreach and provide on-site medications for chronic health conditions such as diabetes, hypertension and cardiovascular disease. To ensure we have the right partners and the right plan, earlier this fall we issued a request for proposals for this service.

Five companies responded to our request for proposals. The criteria for evaluation included:

1. Model and philosophy of how they run a clinic with a doctor, nurse practitioner, or RN.
2. The push for risk management, clinical results, and the tracking of such.
3. Offering medications for distribution on site and experience.
4. Offering other wellness services associated with risk management and acute care.
5. Scheduling software, scheduling protocol.
6. Report generation to help us track successes and return on investment.
7. Ability to adapt in the future with this ever-changing industry.
8. Start-up cost and ongoing cost.

We selected Palmetto Proactive Healthcare. We will introduce them to you and provide additional detail at the upcoming meeting. The estimated annual cost is \$210,384 with start-up costs of \$7,200. Our current health clinic annual costs are \$206,974.16. We anticipate that the net effect of this change will be a reduction in total health benefit costs.

ACTION REQUESTED:

Approval for the City Manager to enter into a three-year contract with Palmetto Proactive Healthcare.



REQUEST FOR COUNCIL ACTION

TO: Spartanburg City Council

FROM: Chris Story, Assistant City Manager

SUBJECT: Requested Approval of Grant Agreement to Support the renovation of 155 W. Main Street to accommodate the offices, production facilities, exhibition kitchen, and retail shop of Dottie's Toffee, a locally owned toffee and candy company

DATE: November 5, 2014

Several years ago, Spartanburg native Nick Belmont began selling toffee made according to his grandmother's recipe. His business, Dottie's Toffee, is experiencing significant growth, now shipping products around the world. Having been featured in Southern Living magazine and other similar publications, demand had increased beyond the capacity of his current facility. While there are many options for simply adding more production space, we are proposing financial incentives in hopes of converting this expansion into a facility that addresses several downtown goals.

- Achieve the renovation and full activation of a prominent structure on Morgan Square (155 W. Main Street).
- Add a new unique destination activity to the downtown. We believe the inclusion of an open exhibition kitchen, which will allow folks to see how the toffees are made, will be a popular activity with families and groups. We believe that "candy factory tours" will be a hit.
- Add a new unique dessert option to complement existing dining choices. Dottie's plans to offer ice cream and other fresh made treats for folks to enjoy at adjacent outdoor tables.
- Add a new unique niche retailer to the square. The retail store will include a full line of gift options.

Collectively, Dottie's Toffee and the building owner will invest nearly \$200,000 in improvements to the building, kitchen equipment, etc.

We recommend that City Council authorize a grant of \$30,000 (from currently appropriated economic development project funds in the City's multi-county industrial park fund) to the City of Spartanburg Development Corporation (CSDC) with the intent that \$15,000 be granted to Dottie's Toffee and \$15,000 be loaned from CSDC to Dottie's Toffee according to favorable terms. The loan will enable those funds to subsequently be recycled by the CSDC into another project upon repayment.

We look forward to any questions you may have.

5. The SDC will provide the CITY with a written report of the economic development benefit within 60 days after the grant funds are expended. The report will be provided to the City Manager.

IN WITNESS WHEREOF, the parties hereto have set their hands and
Seals this _____ day of _____, 2014.

In the Presence of:

CITY OF SPARTANBURG
DEVELOPMENT CORPORATION

By: _____
Chairman

CITY OF SPARTANBURG

By: _____
City Manager



REQUEST FOR COUNCIL ACTION

TO: Spartanburg City Council

FROM: Chris Story, Assistant City Manager

SUBJECT: Extension of Funding Challenge for Hub City Coop Grocery

DATE: November 5, 2014

In the spring of this year, City Council issued a funding challenge to the volunteers seeking to establish SC's first cooperative grocery in downtown Spartanburg, known as the Hub City Coop. Since the challenge was issued, they have made considerable progress raising substantial new funds for the project. We recommend that City Council vote to extend the challenge deadline through January 31, 2015 to give adequate time for pending requests to be considered.

The requested action is a vote to authorize the extension.

We welcome any questions you may have.