



# CITY OF SPARTANBURG

SOUTH CAROLINA

## CITY COUNCIL AGENDA

City Council Meeting  
City Council Chambers  
145 West Broad Street  
Spartanburg, SC 29306  
Monday, May 14, 2018  
5:30 p.m.

- I. **Moment of Silence**
- II. **Pledge of Allegiance**
- III. **Approval of the Minutes of the April 23, 2018 City Council Meeting**
- IV. **Approval of the Agenda of the May 14, 2018 City Council Meeting**
- V. **Public Comment**  
\*Citizen Appearance forms are available at the door and should be submitted to the City Clerk
- VI. **Proclamation Declaring May 25, 2018 Memorial Poppy Day**  
**Presenter: Mayor Junie White**
- VII. **Award of Bid for Pawnee Drive Culvert Improvement Project**  
**Presenter: Jay Squires, Streets & Storm Water Manager**
- VIII. **Ordinance**
  - A. **Authorizing the City Manager to Execute a Deed to An Eligible CDBG Homebuyer Conveying Property Located at 117 Phifer Drive, Block Map Number 7-08-15-188.00 (First Reading)**  
**Presenter: Martin Livingston, Neighborhood Services Director**
- IX. **Public Hearings**
  - A. **Ordinance to Amend the City of Spartanburg, South Carolina Zoning Ordinance, by Amending Section 206, Changes to District Boundaries, Specifically Parcel #7-12- 08-085.00, Located at 736 East Main Street, that is Currently Zoned LOD, with a Land Use Designation of Limited Office District to B-1, with a Land Use Designation of Neighborhood Shopping District in Order to Allow a Retail Business to Occupy the First Floor Space, and Allow More Tenant Opportunities; from Craig Jacobs, Agent and Member, on behalf of Church White, Member, 736 East Main, LLC, Property Owner (First Reading)**  
**Presenter: Natalia Rosario, Planner III**

- B. Ordinance to Amend Section 515, Downtown Urban Code, Regarding Proposed Edits (First Reading)**  
**Presenter: Natalia Rosario, Planner III**

**X. Consent Agenda**

- A. Ordinance Authorizing the City Manager to Execute a Deed to Roscoe Calvert Conveying Property Located at 301 Arch Street, Block Map Number # 7-12-05-065.00 (Second Reading)**  
**Presenter: Martin Livingston, Neighborhood Services Director**

**XI. Other Business**

- A. Presentation of Recommended Fiscal Year 2018-2019 Budget**  
**Presenter: Chris Story, Assistant City Manager**

**XII. City Council Updates**

**XIII. Adjournment**





**City Council Meeting  
City Council Chambers  
145 West Broad Street  
Spartanburg, SC 29306  
Monday, April 23, 2018  
5:30 p.m.**

**(These minutes are subject to approval  
at the May 14, 2018 City Council meeting.)**

**City Council met this date with the following Councilmembers present: Mayor Junie White, Mayor pro tem Jerome Rice, Councilmembers Sterling Anderson, Max Hyde, Alan Jenkins, and Ruth Littlejohn. Councilmember Erica Brown was absent due to a foot injury during a charity basketball game. City Manager Ed Memmott and Interim City Attorney Larry Flynn 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 Agenda of the April 23, 2018 City Council Meeting –**  
*Mayor pro tem Rice made a motion to approve the agenda. Councilmember Littlejohn seconded the motion, which was unanimously approved 6 to 0.*

**IV. Public Comment – listed below**

*\*Citizen Appearance forms are available at the door and should be submitted to the City Clerk*

- 1. Wesley Hammond, 640 Crystal Dr., Spartanburg, SC**, voiced his concerns and those of the Citizen Advisory Council, regarding litter. He offered several options for litter control suggested by the CAC.
- 2. Evelyn Blakley, 628 South Irwin Avenue, Spartanburg, SC**, voiced her concerns regarding litter problems in the city.
- 3. Tommy Richardson, 130 Prospect Avenue, Spartanburg, SC**, voiced his concerns regarding litter problems in the city.
- 4. Deborah Brown, 185 E. Victoria Rd., Spartanburg, SC**, voiced her concerns regarding litter problems in the city.
- 5. Todd Carlisle, 200 S. Park Dr., Spartanburg, SC**, spoke to compel Council to reconsider the residential rental property registry.

**V. Proclamation Declaring May 2018 as Older South Carolinians Month**

**Presenter: Mayor Junie White**

*Mayor White presented the proclamation to Ms. Nancy Eaker and MPO Randy Hardy, who are both volunteers for the AARP Chapter in the upstate.*

**VI. Proclamation Declaring May 2018 as Bike Month**

**Presenter: Mayor Junie White**

*Mayor White presented the proclamation to Ned Barrett, Trails Coordinator for Partners for Active Living and Luke Perkins, Chairman of the City Bicycle and Pedestrian Commission.*

**VII. Bicycle and Pedestrian Commission Update**

**Presenter: Ned Barrett, Trails Coordinator for Partners for Active Living**

*Ned Barrett and Luke Perkins updated Council on activities of the Bicycle and Pedestrian Commission. They announced that Spartanburg had again been awarded the Bronze Bicycle Friendly Community Award in the fall of 2017. They outlined some of the things that could be done to achieve the Silver award.*

*Council received the report as information.*

**VIII. Ordinances**

**A. Authorizing the City Manager to Execute a Deed to Roscoe Calvert Conveying Property Located at 301 Arch Street, Block Map Number 7-12-05-065.00 (First Reading)**

**Presenter: Martin Livingston, Neighborhood Services Director**

*Mr. Livingston presented the item to Council as follows:*

*“Mr. Roscoe Calvert, the owner of property at 581 Brawley Street and 593 Brawley Street is interested in receiving as a donation city owned property located at 301 Arch Street (Tax Map Number:7-12-05-065.00). This parcel is approximately 0.122 acre in size and is a remnant from property acquired for development of the Butterfly Creek project. The remnant parcel is adjacent to property owned by Mr. Calvert.*

*Mr. Calvert is willing to maintain the property in accordance with the City’s nuisance and property maintenance requirements. Mr. Calvert will pay the closing cost and legal fees associated with the transfer of the property. Staff recommends donation of the remnant property to Mr. Calvert.*

*ACTION REQUESTED: First reading approval of an ordinance conveying TMS 7-12-05-06.00 to Roscoe Calvert.*

*BUDGET AND FINANCIAL DATA: Donation of property.”*

*Mayor pro tem Rice made a motion to approve the ordinance as presented on first reading. Councilmember Jenkins seconded the motion, which carried unanimously 6 to 0.*

**IX. Public Hearing**

- A. Resolution Regarding the Issuance by The Public Finance Authority of its Multifamily Housing Revenue Bonds, In One, or More Series, in the Principal Amount of Not Exceeding \$22,000,000, for the Purpose of Defraying the Costs of Acquiring Certain Multi-family Affordable Housing Facilities Located in the City; and other Related Matters**

**Presenter: Ed Memmott, City Manager**

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

“From time-to-time, City Council is asked to conduct a public hearing associated with bond financing of various projects or purchases located in the City. Staff was informed a few weeks ago about the possible sale of Crescent Hills Apartments located at 108 Pineneedle Drive. The prospective buyer of Crescent Hills is seeking bond financing through the Public Finance Commission of the State of Wisconsin. Under various requirements associated with the bond issuance, the local jurisdiction (the City of Spartanburg) is required to hold a public hearing regarding the proposed financing. The City assumes no liability for the debt issue.

Notice of the public hearing was provided in the April 6 edition of the Spartanburg Herald Journal.

**ACTION REQUESTED:** Staff is requesting that City Council conduct a public hearing and delay resolution approval until Mr. Memmott has time to research possible tax changes.

**BUDGET & FINANCIAL DATA:** No financial obligation for the City.”

**Mayor White** opened the public hearing asking if there was anyone to speak against the resolution as presented.

Hearing none, Mayor White asked if there was anyone to speak in favor of the resolution. Emily Zackon, attorney with Parker Poe Attorneys, spoke in favor of the resolution.

*Mayor pro tem Jerome Rice made a motion to close the public hearing.*

*Councilmember Alan Jenkins seconded the motion, which carried unanimously 6 to 0.*

**X. Resolutions**

- A. Approving Donation of Property at 112 Owens Street (Tax Map Parcel Number (7-16-07-231.00))**

**Presenter: Martin Livingston, Neighborhood Services Director**

**Mr. Livingston** presented the item to Council as follows:

“Tim Joiner, of Stephenson Investment, LLC, the owner of 112 Owens Street is interested in donating the property in South Converse Neighborhood to the City of Spartanburg. This fire-damaged property was condemned by the City’s

Housing Inspections and Property Maintenance Department for the substandard housing conditions. The property will be demolished when it is transferred to the City. A title search will be required prior to transfer of the property.

**ACTION REQUESTED:** Approval of Resolution accepting the donation of the property from: Stephenson Investments, LLC – 112 Owens Street – South Converse Neighborhood”

*Mayor pro tem Rice made a motion to approve the resolution as presented. Councilmember Littlejohn seconded the motion, which carried unanimously 6 to 0.*

**B. Approving Donation of Property at 400 Kingston Street (Tax Map Parcel Number (7-12-03-103.00))**

**Presenter: Martin Livingston, Neighborhood Services Director**

Mr. Livingston presented the item to Council as follows:

“Mr. Jerry Keller, the owner of 400 Kingston Street is interested in donating the Beaumont Mill Village to the City of Spartanburg. The property was condemned by the City’s Housing Inspections and Property Maintenance Department for the substandard housing conditions. The property will be demolished when it is transferred to the City. A title search will be required prior to transfer of the property.

**ACTION REQUESTED:** Approval of Resolution accepting the donation of the property from: Jerry Keller – 400 Kingston Street – Beaumont Mill Village”

*Councilmember Jenkins made a motion to approve the resolution as presented. Mayor pro tem Rice seconded the motion, which carried unanimously 6 to 0.*

**C. To Certify by Resolution that Four Properties Qualify for the South Carolina Abandoned Buildings Revitalization Act**

**Presenter: Patty Bock, Economic Development Director**

**1) Certifying two (2) Units as Abandoned Building Sites pursuant to the South Carolina Abandoned Buildings Revitalization Act, Title 12, Chapter 67, Section 12-67-100 et seq., of the South Carolina Code of Laws (1976), as amended, regarding the property located at 127 West Main Street, Tax Map Parcel # 7-12-21-048.00**

*Councilmember Anderson made a motion to approve the resolution as presented. Mayor Junie White seconded the motion, which carried unanimously 6 to 0.*

**2) Certifying one (1) Unit as Abandoned Building Sites pursuant to the South Carolina Abandoned Buildings Revitalization Act, Title 12, Chapter 67, Section 12-67-100 et seq., of the South Carolina Code of Laws (1976), as**

**amended, regarding the property located at 145 West Main Street, Tax Map Parcel # 7-12-20-038.00.**

*Councilmember Anderson made a motion to approve the resolution as presented. Mayor pro tem Rice seconded the motion, which carried unanimously 6 to 0.*

**3) Certifying one (1) Unit as Abandoned Building Sites pursuant to the South Carolina Abandoned Buildings Revitalization Act, Title 12, Chapter 67, Section 12-67-100 et seq., of the South Carolina Code of Laws (1976), as amended, regarding the property located at 149 West Main Street, Tax Map Parcel # 7-12-20-036.00**

*Councilmember Littlejohn made a motion to approve the resolution as presented. Mayor Junie White seconded the motion, which carried unanimously 6 to 0.*

**4) Certifying two (2) Units as Abandoned Building Sites pursuant to the South Carolina Abandoned Buildings Revitalization Act, Title 12, Chapter 67, Section 12-67-100 et seq., of the South Carolina Code of Laws (1976), as amended, regarding the property located at 142 Magnolia Street, Tax Map Parcel # 7-12-20-001.00**

*Councilmember Jenkins made a motion to approve the resolution as presented. Councilmember Littlejohn seconded the motion, which carried unanimously 6 to 0.*

## **XI. Consent Agenda**

- A. Ordinance to Amend the City of Spartanburg, South Carolina Zoning Ordinance, by Amending Section 206, Changes to District Boundaries, Specifically Parcel #6-21-11-027.00, Located at 1200 John B. White Senior Boulevard, that is Currently Zoned R-15, With a Land Use Designation of Single Family Residential District to LOD, with a Land Use Designation of Limited Office District for the Purchase of Property for Use as a Financial Advisor's Office; Contingent Upon the Rezoning Being Approved. Paul M. Bailey, President, Palmetto Private Wealth Advisors, on Behalf of Charles E. Garrett, Owner (Second Reading)**

**Presenter: Natalia Rosario, Planner III**

*Mayor pro tem Rice made a motion to approve the consent agenda on second reading. Councilmember Jenkins seconded the motion, which carried unanimously 6 to 0.*

## **XII. Other Business**

- A. FY2018-2019 Budget Overview**  
**Presenter: Chris Story, Assistant City Manager**  
**Mr. Story** overviewed with Council what they could expect when he brings the FY18-19 budget for first reading on May 14, 2018. He discussed the following:

## Revenue Growth

	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019	PROJECTE D
<u>REVENUES</u>	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>PROPOSED</u>	<u>INCREASE</u>
Property Taxes	14,710,769	14,828,294	15,256,996	15,583,029	326,033
Fees, Licenses, and Permits	14,752,846	16,381,419	15,704,996	16,473,644	768,648
Fines and Forfeitures	623,483	338,617	383,000	377,500	(5,500)
Intergovernmental Revenues	3,132,659	3,106,691	3,021,437	3,151,621	130,184
Charges for Services	1,913,946	1,901,802	1,896,735	1,869,348	(27,387)
Other Revenues	137,658	202,036	140,025	148,350	8,325

## Some Anticipated Expenditure Increases

Retirement Contributions	250,834	
Employer's Contributions for Medical Insurance Fund	281,820	
Contribution for the City's Legacy Pension Fund	50,000	
Employee Compensation Adjustments	210,000	per 1%
Increase in scheduled annual equipment replacement	127,825	
Information Technology	120,000	

*Council received the report as information.*

**B. Declaration of 2018-19 Boards and Commissions Vacancies**

**Presenter: Connie McIntyre, City Clerk**

Ms. McIntyre declared the following vacancies for the 2018-2019 City Boards and Commissions:

**Accommodations Tax Advisory Committee – 2018-19 – No vacancies**

**Airport Advisory Committee – 2018-19 - 1 vacancy**

**1 member is willing to serve again.**

**Term:** 3 years

**Purpose:** The Airport Advisory Committee provides advice to the City Airport Director, City Manager and City Council on issues affecting the Airport.

**Membership:** A five (5) member board with each serving a three (3) year term.

**Meetings:** as called

**Compensation:** none

**Contact:** Terry Connorton, Airport Director – 580-5004

**Alcohol & Drug Abuse Commission – 2018-19 - No vacancies**

**Board of Architectural Design and Historic Review – 2018-19 - 3 vacancies**

**2 members are willing to serve again**

**Term:** 3 years with no member serving more than two (2) consecutive terms.

Former members may be reappointed after the expiration of two (2) years.

**Members must be residents of the City of Spartanburg.**

**Purpose:** The Board is responsible for administering and enforcing the provisions of the Architectural Design & Historic Review Ordinance of the City of Spartanburg dated March 6, 1995. This is a nine-(9) member board comprised of persons who have demonstrated civic interest and have general knowledge of and interest in history and historic preservation. At least four-(4) members shall be citizens who are knowledgeable in one of the following disciplines: archeology, architecture, landscape architecture, American history, urban planning, engineering, environmental science, law, banking or real estate. A historian and professional architect will serve at all times. None of the voting members may hold any other public office or position in the City. **Members must be residents of the City of Spartanburg.**

**Meetings:** If business is received, the Board meets the second Thursday of every month at 5:30 p.m. in the City Council Chambers located at 145 West Broad Street

**Compensation:** None

**City Staff contact:** Natalia Rosario, Planner III – 596-2071

**Bicycle and Pedestrian Committee – 2018-19 – 4 vacancies**

**2 members are willing to serve again**

**Term:** 3 years

**Purpose:** The City Council shall appoint as members of the Bicycle and Pedestrian Committee seven (7) persons who should be a resident or have a significant business interest in the City of Spartanburg. The majority of the members of the committee shall have knowledge of urban planning, trails and

greenways, active living, exercise science, or other comparable skill sets as determined by Council to be appropriate.

Duties of the committee would include: (a) Conducting quarterly meetings with senior city staff; (b) assisting City in developing a process for prioritization of bicycle/pedestrian projects that are financially feasible, enjoy broad based support, and which recognize the necessity to partner with organizations such as SPATS, SCDOT, private foundations, schools, and local businesses; (c) Review and assess planned public improvement projects and provide recommendations to incorporate bicycle and pedestrian features where feasible; (d) Assist the City in marketing and promotion of existing bicycle and pedestrian infrastructure; (e) Assist the City in organizing events to promote bicycle and pedestrian activity; (f) Assist the City in recognizing local businesses that incorporate bicycle and/or pedestrian infrastructure or activities into their projects or programs; (g) Provide recommendations to City on opportunities to leverage and connect new development projects via bicycle and/or pedestrian projects; (h) Pedestrian improvements; (i) Make an annual report to City Council on bike/ped activities, recognition; (j) Assist the City in developing and measuring benchmarks for bicycling and walking in the City; (k) Review and comment on changes to zoning, development code, comprehensive plan, and other long-term planning and policy documents as they relate to bicycle and pedestrian activity and safety including any updates to the Spartanburg County Bicycle and Pedestrian Master Plan.

**Meetings:** Every other month at a designated location. Dates vary.

**Compensation:** None

**Contact:** Ned Barrett, Trails Coordinator, Partners for Active Living (PAL) 598-9638. The City of Spartanburg has a partnership with PAL (a local non-profit organization) to provide staff support for this committee.

**Civil Service Commission – 2018-19 – No vacancies**

**Construction Board of Adjustments and Appeals – 2018-19 – 3 vacancies**  
**2 members can serve again. 1 member will term out.**

**Term:** 3 years

**Purpose:** To hear appeals from decisions of the Building Inspections Department and the Fire Division of the City of Spartanburg. The Board shall be comprised of individuals with knowledge and experience in the technical codes such as design professionals, contractors or building industry representatives. Two (2) such board members should consist of one member at large from the building industry and one member at large from the public.

**Meetings:** On-call as requested.

**Compensation:** None

**City Staff contact:** Buddy Bush, Building Inspector – 596-2111

**Design Review Board – 2018-19 – No vacancies**

**Hospitality Tax Committee 2018-19 – No vacancies**

**Housing Authority – 2018-19 - 1 vacancy**

**1 member is willing to serve again**

**Term:** 5 years

**Purpose:** To operate the City Housing Authority, including but not limited to the making of rules, regulations, filing applications for and constructing facilities as approved by City Council in accordance with State Law (Sec. 31-3-340 of State Code)

**Membership:** **Four (4) members shall be residents of the City of Spartanburg, with one of these members being a tenant in a residence owned by the Authority.** The other three (3) members are not required to be residents of the City of Spartanburg, but if possible, should represent a major Spartanburg County employer, a higher education facility and a foundation interested in the goals of the Spartanburg Housing Authority.

**Meetings:** Second Wednesday of each month at 5:30 p.m.

**Compensation:** None

**City Staff contact:** Ed Memmott, City Manager 596-2394

**Minority and Women Business Enterprise Program Advisory Committee – 2018-19 – 5 vacancies**

**Term:** 3 years

**Purpose:** To increase business with Minority and Women owned businesses in construction projects, professional service contracts and in the purchase of commodities and products with the City of Spartanburg.

**Membership:** Five to seven members appointed by City Council

**Meetings:** The committee is required to meet at least quarterly with additional meetings as needed. **Compensation:** None

**City Staff contact:** Natasha Pitts, MWBE Coordinator – 596-3449

**Planning Commission – 2018-19 – 1 vacancy**

**1 member will term out**

**Term:** 4 years

**Purpose:** The Planning Commission reviews rezoning petitions, subdivision plats and text amendments to the Zoning Ordinance. The commission also prepares and updated the Comprehensive Plan of the City. **Members must be residents of the City of Spartanburg.**

**Meetings:** Third Thursday of each month at 7:00 p.m.

**Compensation:** None

**City Staff contact:** Natalia Rosario, Planner III 596-2071

**Public Safety Committee – 2-18-19 - 5 vacancies**

**4 members can serve again. 1 member does not want to serve again.**

**Term:** 3 years

**Purpose:** To develop, promote, and support the programs and efforts of the Public Safety Department of the City of Spartanburg. **Members must be residents of the City.**

**Meetings:** First Monday of the month from September to May, as well as special meetings.

**Compensation:** None

**City Staff contact:** Col. Jennifer Kindall, Public Safety – 596-2820

**Storm Water Appeals Board – 2018-19 - No vacancies**

**Zoning Board of Adjustments and Appeals – 2018-19 - 3 vacancies**

**2 members are willing to serve again. 1 member will term out.**

**Term:** 3 years

**Purpose:** Provides a forum for appeal for any persons that are aggrieved by the zoning administrator or are seeking a variance of special exception to the requirements of the zoning ordinance. **Members must be a resident of the City of Spartanburg.**

**Meetings:** Second Tuesday of each month at 5:15 p.m. in City Council Chambers, unless there is no business.

**Compensation:** None

**City Staff contact:** Natalia Rosario, Planner III – 596-2071

**Council** received the declaration of vacancies as information.

**C. Council Retreat Follow-Up**

**Presenter: Ed Memmott, City Manager**

**Mr. Memmott** reviewed Council’s goals as identified at the March 31, 2018 Council retreat as follows:

1. Creation of more mixed income neighborhoods
2. Recruit and retain top talent
3. Improve educational opportunities from early childhood education to the transition to higher education
4. Explore ways to address small projects as expeditiously as possible

In addition, Mr. Memmott asked for Council’s guidance on the following goals:

1. Litter & Other Enforcement Action
2. Homelessness
3. Annexation
4. Public/Bus Transportation
5. Additional Parks and Recreation Improvements
6. Neighborhood Redevelopment/Revitalization Efforts (Other than Northside & Highland)
7. Affordable Housing Development in Downtown

Mr. Memmott shared that staff would also be working on Hello Family, funding for the Dr. TK Gregg Community Center, the 2020 Census, the joint city-county facility, a police command center, and (potentially) a central command fire station. Regarding annexation, he stated that a series of commercial annexations would be brought forward in the near future, and that consideration of

annexations would be those of high yield, low cost, positive consequences for the city.

Regarding Public and Bus Transportation, he shared that no major adjustments would be made unless additional funds were identified.

Mr. Memmott informed Council that their 5 year parks plan was complete with the opening of the Downtown Airport Park, and that any new parks and recreation requests would have to be considered in October after any budget surpluses were identified.

Regarding Neighborhood redevelopment/revitalization, Mr. Memmott stated that the city's resources were at capacity with the Northside, Highland, and Forest Park projects. He added that additional resources are difficult to achieve, but that the city never stopped researching those resources.

Regarding downtown affordable housing development, Mr. Memmott stated that workforce affordable housing for downtown was the focus of the Downtown Plan.

Regarding information on the carbon footprint of the city, staff would have data to discuss in August.

**Council received** the report as information, and indicated a consensus of Council regarding Mr. Memmott's presentation of the city's plan forward.

### **XIII. City Council Updates –**

**Councilmember Hyde** share that he repelled off the top of the AC Hotel to during the Cancer Society fundraiser. He also shared that he participated in the Ball4Good fundraiser at Spartanburg Day School for Children's Advocacy.

**Councilmember Anderson** stated that he supported the litter discussion. He mentioned recent crime at his employer Vic Bailey Ford. He shared that the Downtown Airport Park opened with many children participating and having a great time.

**Councilmember Littlejohn** shared that she attended the Ball4Good fundraiser and that she enjoyed seeing everyone come together for a good cause. She mentioned that she attended the Airport Park grand-opening and enjoyed the event. She shared that she attended The Spartanburg Chapter of the Links, Inc. "Healthy Laughter" event at the Chapman Cultural Center on April 22, and enjoyed the program.

**Councilmember Jenkins** shared that he attended the Cribbs Kitchen Burger Cook Off and enjoyed all the food. He mentioned that the Airport Park opening was a great event, as well as the Spartanburg Soars kite flying event. He reminded everyone about the SRHC Criterium on Friday that would kick off the City's Spring Fling event.

### **XIV. Adjournment -**

Councilmember Jenkins made a motion to adjourn the meeting. Mayor White seconded the motion, which carried unanimously 5 to 0. (Mayor pro tem Rice left the meeting at 6:39 p.m.). The meeting adjourned at 7:16 p.m.



Connie S. McIntyre, City Clerk





## REQUEST FOR COUNCIL ACTION

**TO:** Ed Memmott, City Manager  
**FROM:** Jay Squires, Streets & Storm Water Manager  
**SUBJECT:** Pawnee Drive Culvert Improvement Project  
**DATE:** May 8, 2018

**BACKGROUND:** Staff received bids for the installation of approximately 40' of 36" drainage pipe from under Pawnee Drive. The project would be near # 112 Pawnee Drive.

The following bids were received:

Faulkner Development & Engineering	Sharon, S.C,	\$49,800
Saluda Construction, LLC.	Greenville, SC	\$51,515

Staff has reviewed the bids and the qualifications for each of these contractors. Based on that review, staff has determined that, Faulkner Development & Engineering is the responsive low bidder. No bids were submitted from MWBE certified contractors. It is anticipated that it will take 30 days (depending on weather) to complete this project. Staff will give neighborhood residents advance notice using door hangers and mailers. A portion of Pawnee Drive will be closed during construction for safety reasons. A detour route will be in place for convenience while the segment of road is closed.

### **ACTION REQUESTED:**

Allow staff to accept the bids and authorize the City Manager to enter into a contract with Faulkner Development & Engineering for the completion of the project.

### **BUDGET AND FINANCE DATA:**

\$49,800 to be paid from the Storm Water Construction Account.



Proposed Project Site

Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), MapmyIndia, © OpenStreetMap contributors, and the GIS User Community





## REQUEST FOR CITY COUNCIL ACTION

**TO:** Ed Memmott, City Manager  
**FROM:** Martin Livingston, Neighborhood Services Director  
**SUBJECT:** Sale of Property – 117 Phifer Drive  
**DATE:** May 14, 2018

**BACKGROUND:**

The City of Spartanburg staff purchased 117 Phifer Drive located in the Beaumont Village Neighborhood on April 2016 for the purpose of purchase and rehabilitation of the property. City staff made repairs to the property and now list it for sale to any eligible CDBG purchaser that meets the income requirements. The property is listed for the appraisal value of \$80,000 on the Realtor Multiple Listing Service (MLS). City staff purchased and made repairs using Community Development Block Grant (CDBG) funds.

Staff recommends sale of the property to an eligible CDBG Homebuyer.

**ACTION REQUESTED:**

Approval of an ordinance conveying 117 Phifer Drive (TMS 7-08-15-188.00) to an Eligible CDBG purchaser.

**BUDGET AND FINANCIAL DATA:**

Sale of property. CDBG Program Income.



Overview



Legend

- Parcels
- Parcel Line in ROV
- Address Numbers
- Roads
- County Line

Parcel ID 7-08-15-188.00  
 Sec/Twp/Rng n/a  
 Property Address 117 PHIFER DR  
 SPARTANBURG

Alternate ID 139125  
 Class Exempt Government Improved  
 Acreage n/a

Owner Address CITY OF SPARTANBURG  
 PO BOX 1749  
 SPARTANBURG, SC 29304

District n/a  
 Brief Tax Description LOT 10 BEAUMONT MILL VILLAGE PB 30 452-460  
 (Note: Not to be used on legal documents)

Date created: 5/8/2018  
 Last Data Uploaded: 5/8/2018 12:34:11 AM

# Phifer Drive Before and After Photos



AN ORDINANCE  
AUTHORIZING THE CITY MANAGER TO EXECUTE  
A DEED TO AN ELIGIBLE CDBG HOMEBUYER  
CONVEYING PROPERTY LOCATED AT 117 PHIFER DRIVE,  
BLOCK MAP NUMBER 7-08-15-188.00.

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

Section 1: Approve and authorize the sale of property located at 301 Arch Street, Block Map Sheet 7-08-15, Parcel 188.00 to any eligible CDBG Homebuyer for the appraisal value.

Section 2: The City Manager is authorized to sign necessary documents to execute this transaction.

Section 3: This Ordinance shall become effective upon the date of enactment.

DONE AND RATIFIED this \_\_\_\_ day of \_\_\_\_\_, 2018.

\_\_\_\_\_  
Junie L. White, Mayor.

ATTEST:

\_\_\_\_\_  
Connie S. McIntyre, City Clerk.

APPROVED AS TO FORM:

\_\_\_\_\_  
Larry Flynn, City Attorney.

\_\_\_ / \_\_\_ / \_\_\_ 1st Reading

\_\_\_ / \_\_\_ / \_\_\_ 2nd Reading





## REQUEST FOR COUNCIL ACTION

**TO:** Ed Memmott, City Manager

**FROM:** Natalia Rosario, Planner III.

**SUBJECT:** Rezoning of property located at 736 East Main Street, Craig Jacobs, Agent & Member, on behalf of 736 East Main Street, LLC, Property Owner.

**DATE:** May 14, 2018

**SUMMARY:** On April 19, 2018, the Planning Commission held a public hearing and reviewed a rezoning request submitted by Craig Jacobs, Agent and Member, on behalf of 736 East Main Street, LLC, Property Owner to rezone parcel 7-12-08-085.00 from Zone LOD, Limited Office District to B-1, Neighborhood Shopping District, in order to allow a retail business to occupy the first floor space, and allow more tenant opportunities.

The 2004 Comprehensive Plan calls for this area to continue transitioning to General Activity Center, which permits the zoning categories of LC, Limited Commercial; LOD, Limited Office District; B-1, Neighborhood Shopping District and B-3, General Commercial District. The proposed zoning category is in accordance with the intent of the Comprehensive Plan for this portion of the East Main Street Corridor.

The Planning Commission held a public hearing on the proposal on April 19, 2018. After consideration of the staff report, public comments, and the criteria set forth in the City of Spartanburg Zoning Ordinance and 2004 City Comprehensive Plan, the Planning Commission voted to recommend approval of the request to City Council for the rezoning of the parcel from LOD to B-1.

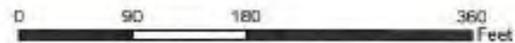
**PLANNING COMMISSION RECOMMENDATION:** The request was endorsed by the Planning Commission on April 19, 2018 by a vote of 6 to 0. Staff's recommendation concerning this application is explained in detail in the attached staff report to the Planning Commission.

**ADDITIONAL INFORMATION:** Minutes from the April 19, 2018 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



736 E. Main Street Rezoning LOD to B-1  
 City of Spartanburg Planning Commission | April 19th, 2018  
 5:30PM @ City Council Chambers | City Hall | 145 W Broad Street



## 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 #7-12-08-085.00 LOCATED AT 736 EAST MAIN STREET, WHICH IS ZONED LOD, WITH A LAND USE DESIGNATION OF LIMITED OFFICE DISTRICT TO ZONE B-1, WITH A LAND USE DESIGNATION OF NEIGHBORHOOD SHOPPING 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 085.00 as shown on Spartanburg County Block Map Sheet 7-12-08, from Zone LOD, Limited Office District to B-1, Neighborhood Shopping 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 April 19, 2018, 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 085.00 on Spartanburg County Block Map Sheet 7-12-08, shall be now designated as B-1, Neighborhood Shopping District.

(continued on page 2)

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.

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 \_\_\_\_\_, 2018.

\_\_\_\_\_  
Junie L. White, Mayor

ATTEST:

\_\_\_\_\_  
Connie S. McIntyre, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Larry Flynn, Interim City Attorney

\_\_\_/\_\_\_/\_\_\_ (First Reading)

\_\_\_/\_\_\_/\_\_\_ (Second Reading)

***Spartanburg City Planning Commission Meeting Minutes  
Thursday, April 19, 2018***

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

The City Planning Commission met in City Hall Council Chambers on Thursday, April 19, 2018 at 5:30 P.M. The following City Planning Commissioners attended this meeting: Jared Wilson, Howard Kinard, Dr. Phillip Stone, II, Bob Pitts, Mike Epps, and Wendell Cantrell. William “Luke” Quillen was absent. Representing the Planning Department were Natalia Rosario, Planner III.; Apoorva Kumar, Associate Planner, and Julie Roland, Administrative Assistant. Chris Story, Assistant City Manager was also present.

***Roll Call***

Mr. Wilson, 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.

Mr. Wilson noted that six Planning Commissioners were present, constituting a quorum; and he went over the rules and procedures for conducting a public hearing.

Mr. Stone moved approval of the Agenda for tonight’s meeting; and he was seconded by Mr. Kinard. The motion was unanimously approved by a vote of 6 to 0.

***Disposition of the Minutes from the March 15, 2018 meeting of the Spartanburg City Planning Commission.***

Mr. Cantrell moved the Minutes from the March 15, 2018 Meeting be approved as presented; and he was seconded by Mr. Epps. The minutes were unanimously approved by a vote of 6 to 0.

***Old Business – None.***

***New Business***

***Rezoning Request – TMS#7-12-08-085.00 located on 736 East Main Street, which was currently zoned LOD, Limited Office District to zone B-1, Neighborhood Shopping District in order to allow a retail business to occupy the first floor space, and allow more tenant opportunities, from Craig Jacobs, Agent & Member, on behalf of Chuck White, Member, 736 East Main, LLC, Property Owner.***

Ms. Natalia Rosario, Senior Planner came forward and was sworn, and she submitted the report the Planning Commissioners had previously received in their meeting packets, as well as the slides, and presentation, as well as the updates to the Downtown Code into evidence as Exhibit A. Some slides were shown of the property and surrounding area. Ms. Rosario said the petitioner was here to give his presentation to the Planning Commissioners.

Mr. Craig Jacobs, Agent and one of the Owners of the property came forward and was sworn. He said they purchased the property in 2011; and most of the bottom floor had been vacant ever since. They had an opportunity to lease out most of the bottom floor to a retailer, but could not do that without obtaining the rezoning. They had plenty of parking and also across the street was part of this project where there was also parking available.

**Board Questions:**

- Mr. Kinard asked if the second floor was already rented out.
- Mr. Jacobs said most of the second floor was rented; and they had a call center in there, a private personal therapist, a Mary Kay Cosmetics. On the first floor they only had a CPA and a small space, but nothing else. He said the building used to be a bank, and it also had a drive-thru.
- Dr. Stone asked if he could tell them the nature of the retail they were wanting to occupy the first floor.
- Mr. Jacobs said they did not want it to be disclosed yet, that it would not be a restaurant or a night club; that you could bring your wife and children there.

- Mr. Pitts asked about the square footage.
- Mr. Jacobs said the first floor was about 4700 square feet.

Ms. Rosario came forward again and showed more slides in order to better illustrate the request. She went over the analysis of required findings and report the Planning Commissioners had previously received in their meeting packets that included the following list of criteria for the Planning Commission to consider when reviewing a rezoning request and Staff's analysis of those criteria as follows:

1. *Consistency (or lack thereof) with the Comprehensive Plan* – The 2004 Comprehensive Plan calls for this area to continue transitioning to General Activity Center, which permits the zoning categories of LC, Limited Commercial; LOD, Limited Office District; B-1, Neighborhood Shopping; and B-3, General Commercial. The proposed zoning category is in accordance with the intent of the Comprehensive Plan for this portion of the E. Main Street Corridor.
2. *Compatibility with the present zoning and conforming uses of nearby property and with the character of the neighborhood* – Surrounding parcels to the East and West are zoned mostly LOD, with one zoned B-1 to the west (corner of Avant Street and E. Main Street). Their uses are all office or light retail, with residentially zoned and occupied homes to the North and South of East Main Street. The property does currently have a suitable bufferyard 3 feature to the north where an R-8, General Residential property is located (131 Oakwood Avenue).
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 is suitable for the uses permitted within the B-1, Neighborhood Shopping District. The required bufferyard 3 (for low intensity commercial to residential) in the rear is already in existence. The parking on the property is suitable for retail and light commercial uses.
4. *Marketability of the property affected by the amendment for uses permitted by the district applicable to the properties at the time of the proposed amendment* – The rezoning of the property to B-1 will permit the owner to lease the first floor spaces which are oriented towards E. Main Street to be leased out for commercial use. Currently, the property has been unable to lease office uses as the design and location of the units do not lend themselves well to private offices. The rezoning will make the property more marketable, and allow for an entire utilization of the property.
5. *Availability of sewer, water and storm water facilities generally suitable and adequate for the proposed use* – Both water and sanitary sewer services are available to this site.

**Staff's Analysis & Recommendation:**

Staff is of the opinion that the proposed zone change from LOD, Limited Office District to B-1, Neighborhood Shopping Commercial will be a beneficial and appropriate use for the area. Therefore, Staff recommends approval of the proposed zone change from LOD to B-1.

Planning Commission Questions/Comments:

- Dr. Kinard asked would there need to be any modifications made to the building.
- Ms. Rosario said no.
- Mr. Wilson asked had there been any public comments made.
- Ms. Rosario said there had not been any.
- Mr. Kinard asked had there been any communication from the R-8 neighborhood.
- Ms. Rosario said there had not been any; and they had sent out certified and regular mail letters.

Mr. Wilson opened the public hearing and asked anyone present who wished to speak in favor of the request to come forward. No one came forward. Mr. Wilson asked if there was anyone to speak in opposition to the request, or who had any questions, to come forward. No one came forward. Mr. Wilson closed the public hearing.

Board Deliberation:

- Mr. Cantrell said the building had been vacant and in disrepair for a number of years, and the current owners had done a real good job in trying to improve it; and he felt it would be a good thing.
- Mr. Wilson thought it was pretty straight forward; and he agreed with Mr. Cantrell.
- Dr. Stone agreed.
- Mr. Kinard agreed.

Mr. Wilson moved to approve the request as presented; and he was seconded by Mr. Pitts. The motion was unanimously approved by a vote of 6 to 0.

Mr. Wilson said the request would go for another Public Hearing and First Reading before the Mayor and City Council on May 14, 2018; and if approved, for a Second/Final Reading on Tuesday, May 29, 2018.

**Text Amendment Change to Zoning Ordinance to Amend Section 515, Downtown Urban Code, regarding Proposed Edits.**

Ms. Rosario came forward and explained Section 515 of the Zoning Ordinance was regarding the Downtown Urban Code. The reason they were making some changes was in order to give the Board Members a more concise and specific direction on what they could and could not do; and what they should be considering as they reviewed their business cases other than just the architecture. She went over and explained in detail the main things that would be further addressed found in Section 515.1 Purpose and Intent, and Sub-Section A-E that were currently listed in red in the Code were connectivity, housing, mix use infill and redevelopment, urban downtown and putting people first. Ms. Rosario also explained in the past the Design Review Board had only reviewed certain types of cases; and now they would review any and everything that had to do with the Downtown Code area. She also went over in detail and explained the rest of the Sections of the current Downtown Code that were also proposed to be changed that were also depicted in red.

Board Questions:

- Dr. Stone asked Ms. Rosario if she thought they had enough staff to accommodate all of the requests they would probably be receiving regarding these changes.
- Ms. Rosario said they had just hired a new Associate Planner, and also Mr. Craig Lewis with Stantec had been consulting for a while with the City regarding Design Review Board Cases.

Mr. Wilson opened the public hearing and asked if anyone was present to speak in favor of the changes to come forward. No one came forward. Mr. Wilson asked if anyone was present to speak in opposition to the changes, or if they just wanted to ask questions to come forward. No one came forward. Mr. Wilson closed the public hearing.

Board Deliberation:

- Dr. Stone said this gave the Design Review Board more clarity and authority.
- Mr. Wilson felt it could only be a good thing.

Mr. Wilson moved approval of the changes as presented; and he was seconded by Dr. Stone. The motion was unanimously approved by a vote of 6 to 0.

**Site and Landscape Plans Approved (information purposes only) since the March 15, 2018 Council Meeting.**

- Cook Out – 1620 John B. White, Sr. Blvd.

**City Council Updates (FYI) Since Last Mtg. of Planning Commission on March 15, 2018 Meeting.**

Ms. Rosario went over the updates that were listed on the Agenda.

**Staff Announcements**

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- Ms. Rosario welcomed and introduced to the Planning Commissioners her new Associate Planner, Apoorva Kumar.

- Ms. Roland said she had handed everyone that needed one a list of all of the remaining Continued Education Training classes that would be held this year.
- Ms. Rosario said there would be more existing conference happening in the fall that would be several days with Regional Planners coming in.

The meeting adjourned at 6:05 P.M.

Respectfully Submitted

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Jared Wilson, Chair

+Minutes by Julie Roland, Administrative Assistant





## REQUEST FOR COUNCIL ACTION

**TO:** Ed Memmott, City Manager

**FROM:** Natalia Rosario, Planner III.

**SUBJECT:** Text Amendment Change to the City of Spartanburg Zoning Ordinance to Amend Section 515, Downtown Code regarding Proposed Edits, City of Spartanburg.

**DATE:** May 14, 2018

**SUMMARY:** On April 19, 2018, the Planning Commission held a public hearing and reviewed a request to amend the text of the City of Spartanburg Downtown Code Section 515, submitted by the City of Spartanburg regarding proposed Code Edits. All proposed changes were reviewed by the Planning Commissioners and the Design Review Board.

The Planning Commission held a public hearing on the proposal on April 19, 2018. After consideration of the staff report, public comments, and the criteria set forth in the City of Spartanburg Zoning Ordinance and Section 515, Downtown Code, the Planning Commission voted to recommend approval of the proposed code edits to the Downtown Code.

**PLANNING COMMISSION RECOMMENDATION:** The request was endorsed by the Planning Commission on April 19, 2018 by a vote of 6 to 0. Staff's recommendation concerning this application is explained in detail in the attached staff report to the Planning Commission.

**ADDITIONAL INFORMATION:** Minutes from the April 19, 2018 Planning Commission Meeting and Staff Report with attachments are included. In addition, enclosed is a proposed Ordinance in the event that Council approves the request.

**BUDGET AND FINANCE DATA:** N/A

## AN ORDINANCE

### **TO AMEND THE TEXT OF SECTION 515, DOWNTOWN CODE, OF THE ZONING ORDINANCE OF THE CITY OF SPARTANBURG; SOUTH CAROLINA, REGARDING PROPOSED CODE EDITS; AND PROVIDING FOR SEVERABILITY AND AN EFFECTIVE DATE.**

WHEREAS, the City of Spartanburg now finds that it is in the public interest to amend the text of Section 515, Downtown Code regarding proposed code edits; and

WHEREAS, this text amendment 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 April 19, 2018, at which time a presentation was made by staff and an opportunity was given for the public to comment on the text amendment change; and

WHEREAS, the Planning Commission, after consideration of the requirements set forth in Section 605 of the Zoning Ordinance, subsequently voted at that meeting to recommend to City Council that the proposed text amendment be approved as submitted 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 City of Spartanburg Zoning Ordinance be amended regarding Section 515, Downtown Code Proposed Edits be, and the same hereby amended as detailed in Attachment A.

Section 2. Severability. If any section, phrase, sentence or portion of this Ordinance is for any reason 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 \_\_\_\_\_, 2018.

\_\_\_\_\_  
Junie L. White, Mayor

ATTEST:

\_\_\_\_\_  
Connie S. McIntyre, City Clerk

APPROVED AS TO FORM:

\_\_\_\_\_  
Larry Flynn, Interim City Attorney

\_\_\_/\_\_\_/\_\_\_ (First Reading)

\_\_\_/\_\_\_/\_\_\_ (Second Reading)

DT

Downtown Code

ADOPTED 02.28.11  
EFFECTIVE 07.01.2011  
Draft 03/13/1509.15.2017

**DOWNTOWN CODE**  
*Spartanburg, SC*

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# DOWNTOWN CODE

## Spartanburg, SC

To Be Inserted as Section 515 in the Zoning Ordinance

### USER'S GUIDE

The Spartanburg Downtown Code serves to condense and replace the existing medley of districts in the Zoning Ordinance and on the Zoning Map. To that end, the downtown area should be zoned in a manner that is both consistent with the Downtown Plan, but permits some flexibility in varying the ideas set forth in it.

Users of this document will notice that this Downtown Code has been ordered in a manner that addresses the standards for the most public realm, the street, to the most private realm, the building. As a design becomes more detailed and moves from the subdivision plan to the site plan to the building elevation, users are encouraged to progress through the document.

The guiding principle of this Downtown Code is that the use of the property, while important, is subordinate to the design of the building within which it is contained. This encourages visual compatibility while permitting mixed uses in close proximity to each another.

#### 515.1 PURPOSE & INTENT

The purpose of this code is to implement the vision and goals of the Downtown Master Plan. These regulations are designed to permit the development and redevelopment of the central business district and its immediate surroundings. The intent is to accommodate mixed-use, pedestrian-friendly buildings and public spaces in the downtown that over time will evolve into areas allowing people to live, work, shop, gather, worship, and other public events.

This code attaches the same or greater level of importance to the overall building design as is placed on the uses within the building ~~in order to~~ create a convenient and attractive community. Buildings added to Downtown should contribute to the long-term architectural vibrancy of the community ~~for the purpose of~~ encouraging economic development activities that enlarge the tax base and by providing desirable residences and places of shopping, employment and public assembly.

This code encourages the placement of buildings closer to each other as well as closer to the street where pedestrian activity is expected to occur. As the sidewalks remain the principal place of pedestrian movement and casual social interaction, designs and uses should be complementary of that function. The desired result is a reduction in traffic congestion and an overall improvement in the quality of life.

There are five core principle which guide these standards and serve as the essential guidelines for the review of all applications:

#### A: CONNECTIVITY

Downtown Spartanburg has a generally well-defined street grid pattern; however, not every street accommodates pedestrians and bicyclists. In truth, only Main Street provides a clearly defined pedestrian realm; all other streets are heavily weighted towards the automobile. The Downtown Plan suggests that each street should provide greater balance between pedestrian and vehicular modes of travel. In fact, the desired balance should favor the needs of the pedestrian in an effort to create an environment that encourages walking in the downtown.

There are two fundamental elements for a satisfactory pedestrian environment – the destination and the journey. While there are many destinations throughout the downtown, they are not always clustered nor

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## DOWNTOWN CODE

### Spartanburg, SC

are they always convenient depending on the origin of the trip. The best way to manage and encourage the journey between destinations is to improve streetscapes and create more interesting storefronts and building facades.

The Plan proposes improved streetscapes with wider sidewalks and landscaping along the primary pedestrian corridors (Church Street, Converse Street, Liberty Street, East Main Street, Broad Street, Kennedy Street). It also incorporates new bicycle routes connecting the regional trail network with various recreation destinations and the colleges. It encourages ground level service/retail/restaurants along certain streets to provide an interesting trip that draws the pedestrian from one place to the next. Finally, the Plan recommends a conversion of Broad Street from a wide 5 lane street to a street with on-street parking similar to Dunbar Street. With these improvements, downtown Spartanburg will achieve an urban atmosphere that is comfortable and welcoming.

#### **B: HOUSING**

A great downtown is made up of great, diverse neighborhoods. More housing equals more people. More people equals more potential customers and clients for retail and restaurants. The daytime population of office workers, while significant, is not sufficient to support these shops and services long term; they depend on a 12-18 hour environment for success. There are three principal components to ensure a successful housing market.

**Bring Back the Middle Class:** Based on the demographic analysis, there is a disproportionately small middle-class within the city limits. The middle-class represents the stable socio-economic base from which retail sales are generated, high-qualified employees are found, and new businesses are formed. The success of regenerating neighborhoods like Hampton Heights with new and renovated housing should be supported and expanded.

**High Quality, Affordable Housing:** Fragile or threatened neighborhoods, such as the Spartan Mills neighborhood, must be restabilized. New neighborhoods should be mixed-income and the architecture and site planning held to the same high standards as every other neighborhood. The most successful affordable units should be virtually indistinguishable from market rate units.

**Urban Housing:** New urban-scaled housing immediately adjacent to downtown as well as in the upper floors of new buildings should be actively pursued. Housing that is urban recognizes that density and design can promote a vibrant pedestrian environment. New building types such as narrow lot detached homes, brownstones, flats, condominiums, and live-work units should be introduced around Main Street.

#### **C: MIXED-USE INFILL & REDEVELOPMENT**

Great downtowns are built in fine-grained increments. The mega-project rarely saves a downtown and is very difficult - financially and politically - to achieve. In truth, the largest scale projects that might be achievable for a City like Spartanburg have already occurred – the Denny's Tower, the Marriott Hotel, and the Chapman Cultural Center. The focus now must be on filling in the numerous small-scale gaps with highly-detailed mixed-use buildings that enliven the sidewalks with ground level activity such as shops and restaurants and provide opportunities for employment and housing on the upper floors.

#### **D: DOWNTOWN SHOULD BE URBAN**

What makes downtowns different than the shopping mall? In short, it is the urbanism of the downtown – the variety of opportunities for social interaction – that make downtowns desirable locations. This

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## DOWNTOWN CODE

### Spartanburg, SC

philosophy is as old as Spartanburg itself. From Sales Day in 1888 to Jazz on the Square in 2007 Spartanburg was built on a premise of providing public spaces that every citizen can use.

As an urban environment, the downtown should be pedestrian-friendly and mixed-use. New buildings should be judged not only by their tax value but also by whether they provide street-level activity. Buildings should be built to the sidewalk and have entries accessible to the public with lots of windows and detailing. Storefront bays should be constructed in increments as small as possible - Main Street was built with facades that are less than 50 feet in width.

Downtown should have an urban, not a suburban feel. Surface parking should be avoided in favor of parking structures. On-street parking should be provided on every street possible. Street trees and landscaping should accent the storefronts, not obscure them. Lighting at night should come from display windows first, then pedestrian scaled fixtures, and finally by street lights if necessary.

Finally, downtown should be recognized as a neighborhood - but unlike suburbia, it will be a little "messy". "Messy" does not mean unsafe or dirty; rather it indicates that many different types of people walk on the streets, garbage will be collected early in the morning, and the occasional event will make noise. Not every residential unit will have an attached garage and most parking for a shop will be in a place other than directly in front of the store. This is what it means to be a city.

#### **E: PUT PEOPLE FIRST**

Great downtowns follow one golden rule: they put people first. Pedestrians have the upper hand in the transportation system with wide sidewalks, crosswalks, and priority with traffic signals. Pedestrians are entertained along their journey with storefronts, display windows, and active uses such as retail and restaurants on the ground floors. Additionally, they are provided benches to rest, places to relax, and plazas, squares, and parks to recreate.

The image to the right illustrates the distances and travel times that the average adult can walk to Main Street. Students from Wofford College and Converse College can walk to Morgan Square in about 15 minutes. Even the far reaches of the study area are only a twenty minute walk from the heart of downtown. The ability to make Spartanburg a walking and biking community is well within reach if circulation systems sensitive to the needs of pedestrians and bicyclists are considered. The relationship to pedestrians should be the fundamental test for every new building, every road improvement, and every street tree. This evaluation should begin where the pedestrian begins - in the neighborhoods, the college campuses, and the parking decks. Is the route safe, direct, and enjoyable?

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## **DOWNTOWN CODE**

### ***Spartanburg, SC***

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#### **515.2 ADMINISTRATION**

##### **2.1 GENERAL COMPLIANCE**

###### **2.1.1 Approval Process**

To encourage compliance with the standards of this Downtown Code as well as the vision and goals of the Downtown Master Plan for Spartanburg, all site plans and building design plans ~~must will~~ be reviewed and approved by the ~~Planning Director or their designee unless noted~~ Design Review Board ~~except as noted in 2.4.1.~~

###### **2.1.2 Conflicting Requirements**

Where these requirements conflict with each other or with any requirement of the Zoning Ordinance, the Land Development Regulations, or the International Building Code (latest edition), the more appropriate standard which are otherwise consistent with the intent of this code and the adopted Downtown Master Plan, as determined by the Planning Director, shall apply. Any modifications necessary shall be made with the approval of the Planning Director. Any appeals to these determinations must be to the Board of Zoning Appeals in accordance with Section 603.3.

###### **2.1.3 Compliance with Downtown Master Plan**

Where streets or public open spaces are shown on the Downtown Master Plan on specific parcels, the proposed development for those parcels is responsible for the reservation and construction of such public facilities as part of the development process. Deviations must be reviewed in accordance with 2.3.2 below.

###### **2.1.4 Non-Conformities/Pre-Existing Conditions**

- a. Except for the provisions noted below, all existing non-conformities shall be subject to Section 502 (Non-Conforming Use Regulations).
- b. Existing buildings and appurtenances that do not conform to the provisions of this Code may continue in use as they are until a Substantial Modification is requested, at which time the Planning Director or their designee shall determine the provisions of this code that shall apply to achieve the highest degree of conformity subject to practical limitations (e.g. site, building, parking arrangements preclude conformance either by incompatible physical characteristics or aesthetic outcomes that would yield an architecturally inappropriate solution).
- c. The modification of existing buildings is permitted by right if such changes result in greater conformance with the specifications of this Code.

###### **2.1.5 Consistency with other Provisions of the Zoning Ordinance**

The requirements set forth in this Section ~~shall be considered to be~~ are comprehensive in their scope and shall be established as the exclusive requirements of property under their jurisdiction within the Zoning Ordinance unless otherwise noted or referenced herein.

# DOWNTOWN CODE

## Spartanburg, SC

### 2.2 APPLICABILITY

Compliance with this ordinance is required if an existing development is expanded or substantially modified in accordance with the following applicability matrix:

	3.3	4.2	5.2.2	6.0	7.2	8.0	9.0	
	District Standards	Required Shopfront	Solid Waste Storage Areas	Building Standards	Bicycle Parking	Streetscape & Site Landscaping	Signage Standards	All Standards Apply
<ul style="list-style-type: none"> <li>✓ - Compliance with all applicable standards required</li> <li>✓+ - Compliance required of the expanded building area only and the landscaping requirements of Section 8 to the extent practical</li> </ul>								
<b>2.2.1 Parking Area Expansion</b>								
Minor : 4-24 Spaces			✓+		✓			
Major: 25 or more Spaces			✓+		✓	✓	✓	
<b>2.2.2 Existing Development: Existing habitable buildings on a parcel</b>								
Renovation Due to Disaster (Fire, Flood, etc)			✓	✓			✓	
Reoccupation after Extended Vacancy (Greater than 180 days)			✓		✓		✓	
Exterior Renovation without Expansion			✓				✓	
Substantial Modification (Interior and/ or Exterior): >50% of appraised value								✓+
Minor Expansion: ≤25% of total floor area	✓+	✓+	✓	✓+	✓	✓+	✓	
Partial Expansion: 25% < >50% of total floor area								✓+
Major Expansion: >50% of total floor area								✓
<b>2.2.3 New Construction: Development of new building on a previously developed portion of the site such as a parking area, on a previously undeveloped site, or on a site that no longer contains any habitable structures.</b>								
New Construction on Undeveloped Site (Including Outparcels)								✓

### 2.3 DISCRETIONARY REVIEW-MODIFICATION OF STANDARDS & SPECIAL EXCEPTIONS

2.3.1 There shall be two levels of deviation from the requirements of this Code: Discretionary **Review Modification of Standards** and Special Exceptions.

2.3.2 Discretionary **Review Modification of Standards**, unlike a Variance issued in accordance with SC Code 6-29-800(A)(2), is a ruling that would permit a change necessitated by a site-specific condition, building-specific condition or an innovative manner in which to fulfill the overall design intent of this Code. The Design Review Board shall have the authority to approve, approve with conditions or disapprove a request for Discretionary Review. Before Discretionary **relief Modification of Standards** may be granted,

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a public hearing is required for the portion of the project plan that is necessary to rule on the specific relief requested.

- 2.3.3 The decision of the Design Review Board with respect to Discretionary Review-Modification of Standards ~~must be~~ final, subject only to appeal thereof to the courts of the State of South Carolina in accordance with applicable law.
- 2.3.4 A request for a Special Exception ~~of or~~ Variance shall be heard and considered by the Board of Zoning Appeals in accordance with Section 603.5.

## 2.4 DESIGN REVIEW

2.4.1 In addition to the requirements of 2.3 above, the Design Review Board has the following duties and responsibilities:

- a. ~~To make advisory opinions to the Planning Director (if requested) on all projects proposed for construction or alteration under the purview of this Code.~~
- b. ~~To make final determinations on the compliance of all new construction applications in D-T6, along those frontages designated as Required Shopfront (Section 4.2), and for all lots 2 acres or greater except the following:~~
  - ~~detached single-family homes in D-T3, and D-T4~~
  - ~~interior alterations and changes in use~~
  - ~~exterior alterations in the first or second layer that are considered maintenance or minor in nature and are otherwise compliant with this Code~~
  - ~~exterior alterations not visible from the right-of-way~~
  - ~~accessory structures in the third layer~~
  - ~~expansions or alterations to parking in the third layer~~
  - ~~signs in accordance with this Code~~
- c. ~~To grant exceptions to the maximum base heights subject to the guidelines in Section 3.7.~~
- d. ~~To provide Discretionary Relief.~~
- e. ~~Design Review shall not be required for the following:~~
  - ~~interior alterations and changes in use~~
  - ~~exterior alterations in the first or second layer that are considered maintenance or minor in nature and are otherwise compliant with this Code~~
  - ~~exterior alterations not visible from the right-of-way~~
  - ~~accessory structures in the third layer~~
  - ~~expansions or alterations to parking in the third layer~~
  - ~~signs in accordance with this Code~~

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## 2.4.2 Composition of Design Review Board

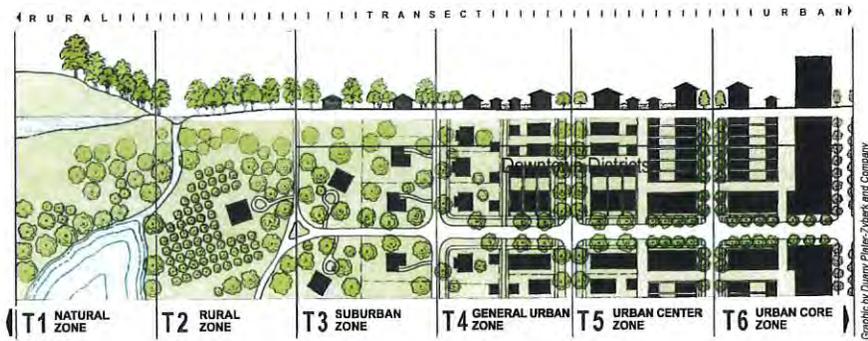
- a. **Membership:** Five (5) Members appointed by the City Council
- b. **Chair:** The Chair who shall be elected from the membership on an annual basis
- c. **Terms:** Each member shall serve for three (3) year terms. Members may be reappointed.
- d. **Qualifications:** Because of the technical nature of design review, it is necessary that the majority of members have expertise in building design and construction (e.g., architecture, urban design, landscape architecture, construction).

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### 515.3 DISTRICT PROVISIONS

This ordinance has been prepared as a new District within the context of the existing zoning ordinance with three sub-districts or zones further defining the area. These districts have been established using the Transect as the fundamental organizing tool. The Transect is a method of classifying the natural and built environment as a continuum of six conditions, ranging from rural to urban. The value of the Transect is that it serves to locate any given place within a context in which all of the parts fit together harmoniously. The diagram below illustrates these conditions as they would apply to the entire City with environmentally areas that are permanently preserved for natural areas and the downtown that is supported first and foremost for human habitat.



For example, a rural street typically has no curbs or sidewalks and its buildings look like farmhouses or barns. An urban street, depending on the intensity of urbanism, may have curbs and gutters, regularly placed street trees, sidewalks, and building forms that include common walls, flat roofs, and cornices. Each Transect zoning category has detailed provisions for each neighborhood, for density, height, street design, public space design, mix of uses, building design, parking, and other aspects of the human environment. For the purposes of this ordinance, only the most urban zones, the T4, the T5 and T6 were incorporated for use. They are noted on the regulating plan and zoning map as being sub-districts of the Downtown (D) District. These zones can be best characterized as follows:

- D-T3: The predominately detached residential neighborhoods that surround the downtown
- D-T4: The more urban neighborhoods that are predominately residential but include some mixed-use
- D-T5: The gateway corridors and blocks surrounding the downtown core
- D-T6: The core of the downtown area with the highest level of pedestrian activity and urbanism

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#### **3.1 INTERPRETATION OF USE MATRICES**

- 3.1.1 Any use not listed in the Use Matrix is prohibited unless the Planning Director determines that it falls within the same class as a listed use as set forth below. Should the Planning Director determine that a materially similar use does exist, the regulations governing that use shall apply to the particular use not listed and the Planning Director's decision shall be recorded in writing. Should the Planning Director determine that a materially similar use does not exist, this Chapter may be amended to establish a specific listing for the use in question.
- 3.1.2 The Planning Director may determine that a use is materially similar if:
- a. The proposed use shall not generate average daily trips exceeding other similar uses proposed in the zoning district by more than ten percent (10%), as determined by the Institute of Transportation Engineers, Trip Generation Manual (latest edition), which document is hereby incorporated by this reference. If the trip generation is not listed in the Trip Generation Manual, then the use shall be considered materially similar to the use that most closely approximates the proposed use. The Planning Director may also refer to similar local traffic studies.
  - b. The Planning Director may also use one or more of the following criteria to determine material similarity:
    - The actual or projected characteristics of the activity in relationship to the stated characteristics of each use category;
    - The relative amount of site area or floor space and equipment devoted to the activity;
    - Relative amounts of sales from each activity;
    - The customer type for each activity;
    - The relative number of employees in each activity;
    - Hours of operation;
    - Building and site arrangement;
    - Vehicles used with the activity;
    - The relative number of vehicle trips generated by the use; or
    - How the use advertises itself.

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#### 3.1.4 Use Standards by Zone

BASE DISTRICT	D-T3	D-T4	D-T5	D-T6	Special Regulations
<b>Residential</b>					
Dwelling-Single Family	P	P	P	P	
Dwelling-Two Family	P	P	P	P	
Dwelling-Multi-Family	-	P	P	P	
Dwelling-Secondary	-	P	PS	-	See Section 3.2.3
Home Occupation	P	P	P	P	See Section 302.6
Housing Service for the Elderly	P	P	P	P	
Live-Work Units	-	PS	PS	PS	See Section 3.2.6
Manufactured Housing	-	-	-	-	
<b>Lodging</b>					
Bed and Breakfast Inns	-	SE	P	P	
Hotels/Motels/Inns	-	-	P	P	
Rooming or Boarding House	-	-	SE	SE	
<b>Office/Service</b>					
Animal Services	-	-	P	-	
ATM	-	-	P	PS	See Section 3.2.1
Banks, Credit Unions, Financial Services	-	-	P	P	
Business Support Services	-	-	P	P	
Child/Adult Day Care Home (Less than 6 persons)	SE	SE	P	P	
Child/Adult Day Care Center (6 or more persons)	SE	SE	P	P	
Community Service Organization	-	-	P	P	
Drive Thru Facility for Service Uses	-	-	PS	PS	See Section 3.2.2
Equipment Rental	-	-	-	-	
Funeral Homes	-	-	P	P	
Homes for Handicapped (serving 9 or fewer)	PS	PS	PS	PS	See Section 3.2.4
Laundry Services	-	-	PS	PS	See Section 3.2.5
Medical Services (e.g., Hospital, Clinic, Urgent Care Center)	-	-	P	P	
Outdoor Kennels	-	-	-	-	
Personal Services	-	-	P	P	
Post Office	-	-	P	P	
Professional Services	-	P	P	P	
Studio - Art, dance, martial arts, music	-	P	P	P	
Vehicle Services - Major Repair/Body Work	-	-	SE	-	
Vehicle Services - Minor Maintenance/Repair	-	-	PS	-	See Section 3.2.12
<b>Retail/Restaurants</b>					
Alcoholic Beverage Sales Store	-	-	P	P	
Auto Parts Store	-	-	P	-	
Bar/Tavern	-	-	P	P	
Drive-Thru Facility for Retail and Restaurants Uses	-	-	PS	PS	See Section 3.2.2
Gas Station	-	-	SE	-	
General Retail - 2,000 sf or less	-	-	P	P	
General Retail - 2,001 sf - 15,000 sf	-	-	P	P	
General Retail - 15,001 sf - 50,000 sf	-	-	P	P	
General Retail - Greater than 50,000 sf	-	-	-	SE	
Mobile Retail/Food Establishments	-	-	PS	PS	See Section 3.2.8
Night Club	-	-	PS	PS	See Section 3.2.9
Outdoor Sales	-	-	P	P	
Restaurant	-	-	P	P	
Shopping Center - Neighborhood Center - 30,000 sf - 100,000 sf	-	-	P	P	
Shopping Center - Community Center - Greater than 100,000 sf	-	-	-	P	
Vehicle/Heavy Equipment Rental/Sales	-	-	SE	-	See Section 3.2.10

P Permitted

PS Permitted subject to Supplemental Use Standards

SE Special Exception Required

- Use is prohibited

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BASE DISTRICT	D-T3	D-T4	D-T5	D-T6	Special Regulations
<b>Entertainment/Recreation</b>					
Amusements, Indoor	-	-	P	P	
Amusements, Outdoor	-	-	-	-	
Recreation Facilities, Indoor	SE	SE	P	P	
Recreation Facilities, Outdoor	P	P	P	P	
Sexually Oriented Business	-	-	-	-	See Section 511
Theater, Movie	-	-	P	P	
Theater, Live Performance	-	-	P	P	
<b>Manufacturing/Wholesale/Storage</b>					
Agriculture	-	-	-	-	
Laundry, dry cleaning plant	-	-	-	-	
Manufacturing, Light	-	-	PS	PS	See Section 3.2.7
Manufacturing, Neighborhood	-	-	P	P	
Manufacturing, Heavy	-	-	-	-	
Media Production	-	-	P	P	
Metal Products fabrication, machine or welding shop	-	-	-	-	
Mini-Warehouses	-	-	-	-	
Research and Development	-	-	P	P	
Storage - Outdoor storage yard as a primary use	-	-	-	-	
Storage - Warehouse, indoor storage	-	-	-	-	
Wholesaling and distribution	-	-	-	-	
<b>Civic/Institutional</b>					
Assembly/Meeting Facilities	SE	SE	P	P	
Campground	-	-	-	-	
Cemetery	P	P	P	P	
Colleges/Universities	-	P	P	P	
Cultural or Community Facility	SE	SE	P	P	
Government Office	P	P	P	P	
Hospital	-	-	P	P	
Public Safety Station	-	P	P	P	
Religious Institutions	P	P	P	P	
Schools	P	P	P	P	
Schools - Vocational/Technical	-	-	P	P	
<b>Infrastructure</b>					
Airport	-	-	-	-	
Parking Lot/Structure-Principal Use	-	PS	PS	PS	See Section 3.2.10
Transit Station - Passenger	-	-	P	P	
Wireless Telecommunication Facility - Stealth	P	P	P	P	
Wireless Telecommunication Facility - Tower	-	SE	SE	SE	
Utilities - Class 1	P	P	P	P	
Utilities - Class 2	P	P	P	P	
Utilities - Class 3	-	-	-	-	

P Permitted

PS Permitted subject to Supplemental Use Standards

SE Special Exception Required

- Use is prohibited

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#### 3.2 ADDITIONAL REQUIREMENTS FOR CERTAIN USES

##### 3.2.1 Automated Teller Machine (ATM) (Applicable to D-T6 only)

- a. ATM facilities attached to building facades may face public streets.
- b. The Traffic Engineering Department must review and approve, approve with condition, or deny each proposed location to determine if on-street parking can be accommodated at the proposed site and if the ATM would likely have a major impact on pedestrian and traffic circulation in the immediate area;
- c. A lighting plan will be required with the intent to ensure that adequate lighting is provided;
- d. The ATM must be handicap accessible;
- e. A trash receptacle must be immediately accessible to the ATM; and
- f. At the time that the ATM is removed, the façade must be restored to an appearance consistent with the existing structure.

##### 3.2.2 Drive-thru Retail/Restaurant/Service Uses

- a. In the D-T5 or D-T6 district, a restaurant or business with drive-thru service may not be closer than 500 feet from another business with drive-thru service.
- b. An application for a business with a drive-thru service must submit a site plan showing, the following, but not limited to: the parking and circulation plan, curb cuts, the location of any audible equipment, landscaping, pole lights, signs and trash enclosures.
- c. Drive-thru service canopies must be pitched at an angle and use materials matching the roof of the primary building.
- d. Drive-thru facilities should be located at the rear of the primary building, but if that is not feasible, may be located at the side.
- e. Access to the drive-thru service should be from mid-block or the rear to avoid disrupting pedestrian traffic. If a driveway is necessary it must be no more than 10 feet wide and conform to SCDOT 2008 Access and Roadside Management Standards, or as amended.
- f. No drive thru window or its associated signage (other than directional) is permitted within the first or second layer (see Table 2d).

##### 3.2.3 Dwelling, Secondary: To meet housing needs, secondary dwelling units are permitted. The accessory dwelling unit must be subordinate to the primary living quarters.

- a. Any secondary dwelling unit must be located in the rear yard of any residential use lot subject to the requirements of this Section.
- b. Secondary dwelling units may be created as a second story to a detached garage with a two (2) story height maximum as long as the accessory structure does not exceed the height of the principal structure. Not more than one (1) secondary dwelling unit is permitted.
- c. The secondary dwelling unit may not be larger than twenty-five (25) percent of the gross floor area of the principal structure with a minimum habitable area of not less than 500 square feet.
- d. At least one (1) parking space must be provided per unit. Parking spaces must be located in the rear yard or side yard of the principal dwelling unit or may be located on-street in front of the principal dwelling unit.
- e. No exterior changes may be made to the existing foundation, unless the Planning Director or their designee finds that the changes are required by the circumstances of the particular building.
- f. Secondary dwelling units must be located, designed, constructed, landscaped and decorated in such manner to match the appearance of the principal building.

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#### **3.2.4 Homes for Handicapped (serving 9 or Less residents)**

- a. No new handicapped home is permitted within a one-half mile radius of an existing handicapped home.
- b. The single family detached dwelling unit containing the handicapped home must be staffed on a 24 hour basis by a full-time caregiver.
- c. The minimum lot area must be equivalent to the minimum lot area for a single family detached dwelling for the district in which it is located.
- d. The dwelling unit must meet the minimum setback, yards, and height requirements for the district in which it is located.
- e. New handicapped homes must be separated from existing handicapped homes and childcare centers in a residence in a single family residential district by a distance of 400 feet measured in a straight line from the closest point of each lot property line, excluding childcare facilities operating as accessory use to a religious institution.
- f. Any building additions and/or ornamentations to the residential dwelling unit must be in general character with other homes facing the same street as the family childcare home.
- g. Outdoor play space and play equipment, if provided, must be located in the required or established rear yard, but outside of any required buffers.
- h. Outdoor play space must be screened from adjoining single-family uses and single-family residential zoning districts, per Section 505.64. If a fence is used, the finished side of the fence must face the abutting property.
- i. One (1) unlighted identification sign, not to exceed four (4) square feet, may be attached to the residence. Detached identification signs are not permitted.
- j. No additional parking is permitted beyond four (4) parking spaces.

#### **3.2.5 Laundry Services**

- a. No such operation may exceed 5,000 square feet.

#### **3.2.6 Live/Work:** Construction must meet requirements of the International Building Code, and the following:

- a. The maximum total size of Live-Work unit is 3000 square feet.
- b. The work area must occupy less than 50% of total unit.
- c. The same tenant must occupy the work area and living area.
- d. There must be a maximum of five non-resident worker/employees allowed in the Live-Work unit at one time.
- e. Each room of the work area must have access to two remotely located exits or have a direct exit to the outside, one of which is accessible.
- f. Eight (8) square feet of sign area is permitted. The sign must be located on the building wall no higher than the first floor. Signs shall not be internally illuminated.

#### **3.2.7 Manufacturing, Light**

- a. Excluded along frontages designated as "Required Shopfront" in Sections 4.2.

#### **3.2.8 Mobile Retail/Food Establishments**

- a. A mobile retail establishment may not remain at the same location for more than 180 consecutive days.
- b. The Planning Director shall approve the establishment is all of the following is provided by the operator:
  - the name and address of the mobile retail establishment owner;
  - proof of motor vehicle or trailer registration;

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- a description of the items that the mobile retail establishment sells;
  - proof of valid business license;
  - proof of all appropriate Health Department and State license(s), as applicable;
  - an itinerary of the locations where sales occur;
  - if at one location more than two hours, a written agreement from a business within 150 feet of the location to allow employees of the mobile retail establishment to use flushable restrooms or other facilities approved by the health authority during hours of operation;
  - a fee, as established by separate ordinance; and
  - any other information reasonably required by the Planning Director to enforce this section.
- c. Hours of Operation: A person may not operate a mobile retail establishment between the hours of 11:00 p.m. and 6:00 a.m.
- d. Lighting: Exterior lighting must be hooded or shielded so that the light source is not directly visible to a residential use.
- e. No Drive-Ins: A drive-in service is not permitted.
- f. Signs: A mobile retail establishment is limited to signs attached to the exterior of the mobile retail establishment. The signs:
- must be secured and mounted flat against the mobile retail establishment;
  - may not project more than six inches from the exterior of the mobile retail establishment; and
  - may not use a flashing light source..
- g. Debris and Litter: During business hours a mobile retail establishment shall provide a trash receptacle for use by customers. The mobile retail establishment shall also keep the area around the mobile retail establishment clear of litter and debris at all times.
- h. Electrical service may be provided only by:
- temporary service or other connection provided by an electric utility; or
  - an onboard generator.

#### 3.2.9 Nightclub

- a. Must comply with Section 13-58, Amplified Music and Permits as prescribed in the Code of the City of Spartanburg, and as amended.

#### 3.2.10 Parking Lot/Structure – Principal Use

- a. Private Parking Lots: Privately owned parking lots are permitted as accessory uses only (i.e., free standing parking lots not directly associated with buildings in the same block are not permitted).
- b. Parking Garage Design Standards
1. Liner Buildings Required: The ground-level of a parking structure should be wrapped by retail, office or some other active use along at least the primary façade. All levels of a structured parking facility must be designed and screened in such a way as to minimize visibility of parked cars.
  2. High-Quality Materials: Along pedestrian-oriented streets, parking structure facades should be treated with high quality materials and given vertical articulation and emphasis compatible to the principal structure. The façade should be designed to visually screen cars. In no instance will rails or cabling alone be sufficient to meet this screening requirement.
  3. Clear Entries: Pedestrian entries should be clearly visible. The vertical circulation should not be located in the center of the structure so that it is difficult or circuitous to locate.
  4. Vents and Utility Openings: In addition to the above requirements, in the event that any openings for ventilation, service, or emergency access are located at the first floor level in the

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building façade, then they shall be an integral part of the overall building design. These openings as well as pedestrian and vehicular entrances must be designed to minimize visibility of parked cars. The remainder of the street level frontage must be either commercial space or an architecturally articulated façade designed to minimize the visibility of parked cars.

#### **3.2.11 Vehicle Sales**

- a. All renovations or substantial modifications to the existing showroom shall not have to meet the maximum setbacks requirements or minimum height restrictions. However, all physical lot expansions to any existing Vehicle Sales site shall require all such expansions on the new parcel only to come into full compliance.
- b. Areas for vehicle displays shall be limited to the 2<sup>nd</sup> and 3<sup>rd</sup> Layers only. Parking areas may not be expanded into any 1<sup>st</sup> layer zone.

#### **3.2.12 Vehicle Services – Minor Maintenance/Repair**

##### *Repair and Maintenance – General*

- a. No vehicle may be parked or stored for the purpose of sale or rent or as a source of parts.
- b. All repairs and storage must be contained within an enclosed building. Temporary vehicle storage may be allowed in an outdoor storage area that shall be no larger than 25 percent of the total lot area. Such areas must be located to the rear of the principal structure and must be screened from offsite views by a solid, decorative fence or masonry wall at least eight feet in height. The height of materials and equipment stored must not exceed the height of the screening fence or wall.
- c. No vehicle that has been repaired and is awaiting removal, or that is awaiting repair, must be stored or parked for more than 7 consecutive days.

##### *Car wash or auto detailing*

- a. An automatic car wash shall be considered an accessory use to an automotive service station use when it is located on the same lot, and shall be governed by the use and property development regulations applicable to the service station use.
- b. The car wash facility must have a 100 percent water recycling system.
- c. Any outdoor speaker or public address system must not be audible off-site.

##### *Towing Service Auto Holding Area*

- a. The auto holding area for a towing service storage must be completely screened from off-site view by buildings and/or solid fencing with landscaping as required under Section 505: Tree Protection and Landscape Requirements on the outside of the fence.
- b. Wrecked or disabled vehicles must be approved by the Spartanburg Public Safety Department for storage of wrecked and disabled vehicles for a period not to exceed 20 days from the date the vehicle was towed to the area.

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#### 3.3 DISTRICT STANDARDS

	D-T3	D-T4	D-T5	D-T6
<b>3.3.1 LOT CONFIGURATION</b>				
a. Lot Width at Front Setback	40 ft min	n/a	n/a	n/a
b. Lot Size	2500 sq ft	n/a	n/a	n/a
c. Maximum Lot Coverage	70%	70%	100%	100%
<b>3.3.2 PRIMARY BUILDING STANDARDS</b>				
a. Front Setback	12 ft min	6 ft min 18 ft max	0 ft min 12 ft max	0 ft min 6 ft max
b. Corner Lot Side Setback	6 ft min	6 ft min	0 ft min 12 ft max	0 ft min 6 ft max
c. Interior Side Setback	6 ft min	0 ft	0 ft min 24 ft max	0 ft min 24 ft max
d. Rear Setback	20 ft min	3 ft min	0 ft	0 ft
e. Rear Setback from Alley	3 ft min	3 ft min	0 ft	0 ft
f. Attached Garage Setback (from front façade)	5 ft min	Access not permitted from frontage	Access not permitted from frontage	Access not permitted from frontage
g. Frontage Buildout	n/a	n/a	60% except in Side Yard Parking Overlay	80% min at setback
<b>3.3.3 ACCESSORY BUILDING STANDARDS</b>				
a. Placement	Side or Rear Yard	Rear Yard Only	Rear Yard Only	Rear Yard Only
b. Corner Lot Side Setback	6 ft min	6 ft min	0 ft	0 ft
b. Interior Side Setback	6 ft min	0 ft or 3 ft min <sup>(1)</sup>	0 ft or 3 ft min <sup>(1)</sup>	0 ft
c. Rear Setback	5 ft min	5 ft min	15 ft min	0 ft
d. Rear Setback from Alley <sup>(2)</sup>	3 ft min	3 ft min	3 ft min	0 ft
<b>3.3.4 BUILDING HEIGHT</b>				
a. Primary Building Height	2 ½ stories max	4 stories max	2 stories min 6 stories max <sup>(3)</sup>	2 stories min 10 stories max <sup>(4)</sup>
b. Accessory Building Height	2 stories max	2 stories max	2 stories max	n/a
<b>3.3.5 PERMITTED PARKING LOCATION</b>				
a. Front Yard	Permitted	Prohibited	Prohibited	Prohibited
b. Side Yard	Permitted	Permitted	Permitted in Sideyard Parking Overlay only	Prohibited
c. Rear Yard	Permitted	Permitted	Permitted	Permitted

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3.3.56 BUILDING FRONTAGE				
a. Common Lawn	Permitted	Permitted	Prohibited	Prohibited
b. Porch & Fence	Permitted	Permitted	Prohibited	Prohibited
c. Terrace or Lightcourt	Prohibited	Permitted	Prohibited	Prohibited
d. Forecourt	Prohibited	Permitted	Permitted	Permitted <sup>(5)</sup>
e. Stoop	Prohibited	Permitted	Permitted	Permitted <sup>(5)</sup>
f. Shopfront/Awning	Prohibited	Prohibited	Permitted	Permitted
g. Gallery	Prohibited	Prohibited	Permitted	Permitted
h. Arcade	Prohibited	Prohibited	Permitted	Permitted

- (1) Subject to Building Code requirements
- (2) Garage doors shall be 15 feet min from alley centerline
- (3) May be increased to 10 stories with DRB approval
- (4) May be increased to 16 stories with DRB approval
- (5) Unless a shopfront/awning, gallery, or arcade frontage is required by the regulating plan

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TABLE 1. PRIVATE FRONTAGES. The Private Frontage is the area between the building and the lot lines.

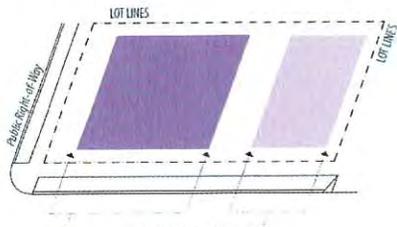
	SECTION		PLAN	
	LOT PRIVATE FRONTAGE	R.O.W. PUBLIC FRONTAGE	LOT PRIVATE FRONTAGE	R.O.W. PUBLIC FRONTAGE
<p>a. <b>Common Yard:</b> a frontage wherein the facade is set back substantially from the frontage line. The front yard created remains unfenced and is visually continuous with adjacent yards, supporting a common landscape.</p>				
<p>b. <b>Porch &amp; Fence:</b> a frontage wherein the facade is set back from the frontage line with an attached porch permitted to encroaching. A fence at the frontage line maintains the demarcation of the yard. The porches shall be no less than 8 feet deep.</p>				
<p>c. <b>Terrace or Light Court:</b> a frontage wherein the facade is set back from the frontage line by an elevated terrace or a sunken light court. This type buffers residential use from urban sidewalks and removes the private yard from public encroachment. The terrace is suitable for conversion to outdoor cafes.</p>				
<p>d. <b>Forecourt:</b> a frontage wherein a portion of the facade is close to the frontage line and the central portion is set back. The forecourt created is suitable for vehicular drop-offs. This type should be allocated in conjunction with other frontage types. Large trees within the forecourts may overhang the sidewalks.</p>				
<p>e. <b>Stoop:</b> a frontage wherein the facade is aligned close to the frontage line with the first story elevated from the sidewalk sufficiently to secure privacy for the windows. The entrance is usually an exterior stair and landing. This type is recommended for ground-floor residential use.</p>				
<p>f. <b>Shopfront and Awning:</b> a frontage wherein the facade is aligned close to the frontage line with the building entrance at sidewalk grade. This type is conventional for retail use. It has a substantial glazing on the sidewalk level and an awning that may overlap the sidewalk to the maximum extent possible.</p>				
<p>g. <b>Gallery:</b> a frontage wherein the facade is aligned close to the frontage line with an attached cantilevered shed or a lightweight colonnade overlapping the sidewalk. This type is conventional for retail use. The gallery shall be no less than 10 feet wide and may overlap the whole width of the sidewalk to within 2 feet of the curb.</p>				
<p>h. <b>Arcade:</b> a frontage wherein the facade is a colonnade that overlaps the sidewalk, while the facade at sidewalk level remains at the frontage line. This type is conventional for retail use. The arcade shall be no less than 12 feet wide and may overlap the whole width of the sidewalk to within 2 feet of the curb.</p>				

# DOWNTOWN CODE

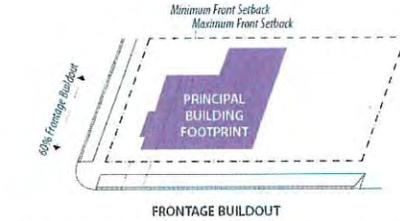
## Spartanburg, SC

TABLE 2. ILLUSTRATION OF TERMS

LOT CONFIGURATION



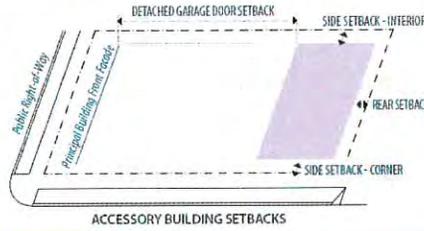
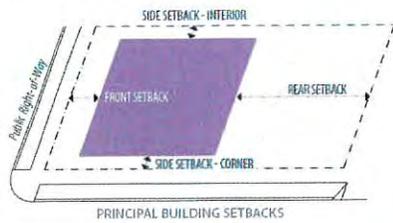
$$\left( \text{PRINCIPAL BUILDING ROOF AREA} + \text{ACCESSORY BUILDING ROOF AREA} \right) \div \text{TOTAL LOT AREA} = \text{LOT COVERAGE}$$



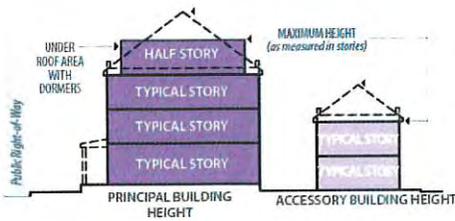
FRONTAGE BUILDOUT

- Frontage Buildout is the percentage of the lot width where the front elevation of the building is located between the minimum and maximum front setbacks established for the district.
- Driveways and pedestrian use areas (such as walkways, plazas and sidewalk cafes) within the minimum and maximum front setbacks shall be exempt from Frontage Buildout requirement. The width of such areas shall be subtracted from the total lot width for the purposes of calculating Frontage Buildout.

BUILDING PLACEMENT



BUILDING FORM



BUILDING WIDTH AT FRONTAGE

The building width at frontage is measured as the width of any portion of the front elevation located between the minimum and maximum front setbacks established for the district.

*Note: A maximum of 20 ft or 20% (whichever is less) of the required frontage build-out may be accomplished using a streetscreen in accordance with Section 8.3.*

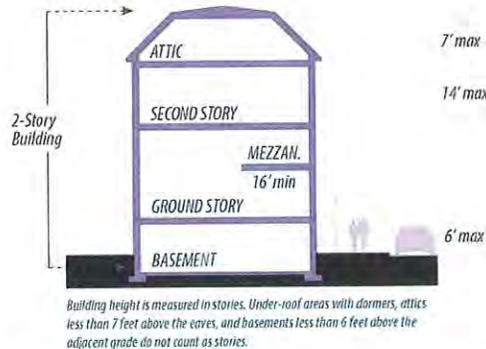
## DOWNTOWN CODE

### Spartanburg, SC

#### 3.4 BUILDING HEIGHT

##### 3.4.1 Story:

A story is a habitable level within a building of no more than 14 feet in height from finished floor to finished ceiling. Unoccupied attics less than 7 feet in height and raised basements less than 6 feet in height (as measured from the average grade of the fronting sidewalk) are not considered stories for the purposes of determining building height. A mezzanine shall be considered a story if it is contiguous with at least 60% of the building's front façade, is designed to be occupiable, and maintains an average depth of at least 16 feet. A penthouse shall be considered a story if it exceeds one-third of the area of the roof. The under-roof area with dormers does not count as a story.



**3.4.2 Items Not Included in Calculation:** The height limitations of this Ordinance shall not apply to church spires, belfries, cupolas, and domes not intended for human occupancy, monuments, water towers, observation towers, transmission towers, chimneys, smokestacks, conveyors, flagpoles, masts and antennas; provided evidence from appropriate authorities is submitted to the effect that such building or structure will not interfere with any airport zones or flight patterns.

**3.5 DEVELOPMENT INCENTIVES AND HEIGHT BONUSES:** A bonus system has been established as a means to encourage certain site or building improvements that add to the aesthetic character or environmental sustainability of the downtown area. Compliance with certain additional standards provides the developer with additional buildable stories for individual buildings subject to review and approval by the Design Review Board. The Design Review Board shall use the incentives noted below as guidelines in their review but shall also have the discretion to ensure that the overall scale, massing, and frontage of the structure is compatible with other structures within adjacent blocks.

##### 3.5.1 Green Building Height Bonus Option

- a. Using the U.S. Green Building Council's Leadership in Energy and Environmental Design (LEED™) Green Building Rating System, the City has established an incentive program to encourage construction of more environmentally-friendly buildings consistent with the goals of the Downtown Plan. All new development or rehabilitation projects in the Downtown District are eligible for bonus height consideration.
- b. Additional Height: In-order-to be considered by the DRB to fully qualify for the height bonus, the development must guarantee a LEED rating at the Silver level or above (Gold or Platinum). For site plan proposals in which the LEED-certified Platinum award levels are being sought the DRB may consider granting additional height. Additional incentives for projects pursuing the Platinum level may also be considered by the City. The guidelines for height bonuses subject to the discretion of the DRB are as follows:

## DOWNTOWN CODE

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LEED Rating	D-T4	D-T5	D-T6
Silver	n/a	2 Stories	3 Stories
Gold	n/a	2 Stories	3 Stories
Platinum	n/a	2 Stories	No Height Maximum*

- c. Implementation: The Green Building Incentive Program will be implemented as follows:
1. At the time of site plan submission, the developer will be required to submit the latest version of the LEED scorecard along with the site plan application. The LEED Scorecard will be accompanied by an explanation of how and/or why each credit can or cannot be achieved. The LEED scorecard is a checklist of green building standards and allows the developer to voluntarily score the building against the LEED Green Building Rating System. The scorecard is the documentation supporting the developer's request for bonus height. The scorecard is used to select which credits the developer intends to pursue and the number of points "earned" determines the award level.
  2. The building registration and other required information will be filed with USGBC at the beginning of the project for LEED certification and rating by the developer.
  3. The proposed site plan (including the requested bonus height) will undergo the typical review process. The City and the developer will enter into a development agreement requiring that the green building components identified in the scorecard be constructed or installed in the building and that any third-party inspection fees will be paid for by the developer.
  4. Once the site plan is approved, permit drawings will be reviewed to ensure inclusion of the approved green building components, which were previously identified in the scorecard. The City will utilize third-party LEED-certified inspectors or architects hired by the developer during review of the permit drawings and construction of the building. Permits will not be issued unless approved LEED components are included in the plan drawings.
  5. At the time of permit application, the owner must post a performance bond in a form acceptable to the City of Spartanburg. The amount of the required performance bond must be calculated as follows:
    - a. Two percent (2%) of the total cost of construction for a 50,000 – 100,000 square foot building.
    - b. Three percent (3%) of the total cost of construction for a 100,001 – 200,000 square foot building.
    - c. Four percent (4%) of the total cost of construction for any building greater than 200,000 square feet.

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6. The application for LEED certification and rating will be submitted to USGBC when the building construction is complete or substantially complete, depending on the credits elected. If during construction of the building, the developer is unable to include all of the approved green building components previously identified in the scorecard, the developer will be required to replace components not provided with other green building components acceptable to USGBC and the LEED Rating System.
7. During plan review and construction, the LEED-certified inspector or architect will provide documentation and submit regular reports to the City ensuring compliance (or at least flag problems early on) with the LEED standards and scorecard and the approved site plan. If during construction, the developer is unable to include required green building components, or if the inspector/architect finds that the developer failed to include these components, then the City will pursue enforcement.
8. The Certificate of Occupancy will be issued when the building is LEED certified (at the agreed upon level or better) by USGBC and construction is consistent with the approved site plan. Certification by USGBC will be obtained when the building is complete and the developer has constructed or installed the approved green building components previously identified. The performance bond must be forfeited to the City in the event that the building does not meet the verification requirements for LEED. The City will draw down on the bond funds if LEED certification has not been achieved and accepted by the City within one year of the City issuance of the Certificate of Occupancy for the building.
9. Funds that become available to the City from the forfeiture of the performance bond must be placed in a capital fund designated by the city to be used only for certain public benefits within the Downtown area as follows: workforce/affordable housing, public parks/civic space, an/or street/streetscape improvements.

**3.5.2 Mixed-Use Building Height Bonus Option:** To encourage housing options in the downtown area, mixed-use buildings (those with ground floor uses that differ from the floors above) may exceed the permitted height with additional levels that provide housing subject to the review and approval of the DRB. The DRB shall have sole discretion to determine the extent of this bonus however no structure in the D-T4 shall be permitted to exceed 4 stories.

#### 515.4 GENERAL STANDARDS

**4.1 CIVIC/LANDMARK BUILDINGS:** The Civic/Landmark building type includes prominent public buildings such as libraries and city halls; semi-public buildings such as museums and colleges; and private buildings such as hospitals and churches. This definition also includes buildings in prominent locations – specifically those at primary pedestrian-oriented street intersections and at the terminations of pedestrian-oriented-streets. Because of the unique characteristics of the Civic/Landmark Building, it shall be subject to Design Review in accordance with Section 2.4. As part of this review process, the applicant may request modifications from the applicable district standards. However, all such modifications shall otherwise conform to the general principles for Civic/Landmark buildings below:

- If indicated on the Downtown Master Plan, they must comply with the recommendations therein.

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- They should be sited to terminate a street vista whenever possible and must incorporate appropriate prominent features, designs, and entrances to celebrate a visual termination.
- They should incorporate detailing and materials that are authentic to the intended style.
- A pedestrian plaza, courtyard, or similar landscaped area may be substituted for a required building frontage and minimum setback line.
- Building entrances for civic buildings may be raised above the street elevation and accessed via a monumental stair.
- They should respect the character of the fronting streets through the provision of a pedestrian-friendly orientation including clear entrances from the street and permeable street walls with adequate windows (no blank walls).

**4.2 REQUIRED SHOPFRONT DESIGNATION:** If a site is designated on the Downtown Regulating Plan as located on a block face with "Required Shopfronts," then all new development on that site must provide one of the following Private Frontages at sidewalk level along the entire length of the frontage in accordance with Table 1 – Shopfront & Awning, Gallery, or Arcade. While retail/restaurant uses are not required, the intent of this requirement is to provide a frontage type that would not preclude those uses at some point in the future through the depth of the first and second layer.

**4.3 SIDEYARD PARKING OVERLAY:** For D-T5 lots with frontage along certain streets without on-street parking as noted on the Downtown Regulating Plan, the following standards shall be as follows:

- a. Frontage Build-Out Exemption: There shall be no required frontage build-out
- b. Parking Location: Parking may be permitted in the side yard (~~2<sup>nd</sup> and 3<sup>rd</sup> Layer~~) behind any required screening however no parking may not be located at a corner.

**4.4 MAIN STREET HEIGHT OVERLAY:** For D-T6 lots with frontage along certain blocks of Main Street downtown as noted on the Downtown Regulating Plan, no portion of a structure within 60 feet of Main Street shall exceed 4 stories.

#### 515.5 LOT/SITE STANDARDS

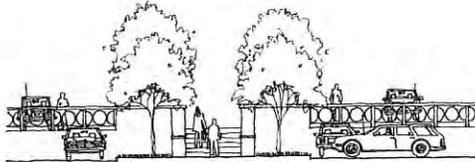
##### 5.1 GENERAL LOT STANDARDS

- 5.1.1 **Lot Frontage:** All lots must front a street, square or common open space. (Exception: Buildings which are interior to a site that has buildings that otherwise meet the frontage requirement). Facades must be built parallel to the principal frontage line or parallel to the tangent of a curved principal frontage line.
- 5.1.2 **Corner Lots:** Buildings located at street intersections must place the main building, or part of the building, at the corner.
- 5.1.3 **Pedestrian Entries from Frontage Line:** Buildings must have their principal pedestrian entrances on a frontage line.
- 5.1.4 **Setbacks:** Front and side setbacks must be consistent with those of surrounding buildings. Buildings on infill lots should generally setback a distance equal to an average of buildings on either side of the proposed development on the same side of the street. Setbacks may be otherwise adjusted by Discretionary Review. A building may be set back to create an "outdoor room" where the building serves as a termination of a pedestrian street.

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**5.1.5 Adjacent Lots:** For similarly used properties, the grade of adjacent lots should match where the properties meet. If there is a significant grade difference, development should create an attractive transition using creative grading and landscaping or a decorative retaining wall, incorporating vehicular and pedestrian cross-access. Avoid using a blank or unscreened concrete retaining wall or rock covered slope.



*Transitions to adjacent lots should, at a minimum, provide for pedestrian access if existing grades are not favorable for full at-grade access. (Ref. 5.1.5)*

**5.1.6 Loading Docks:** Loading docks and service areas shall be permitted on frontages only by Discretionary Review.

#### 5.2 UTILITIES AND TRASH CONTAINMENT

**5.2.1 Underground Utilities:** Underground utilities (and associate pedestals, cabinets, junction boxes and transformers) must be located in alleys, where possible. To reduce the visual impact of overhead wiring, utility services must be located underground.

**5.2.2 Solid Waste Storage Areas:** All trash containment devices, including compactors and dumpsters, must be located and designed so as not to be visible from the view of nearby streets and properties. Screening, where required, must meet the requirements of Section 505.63. If the device is not visible from a public right-of-way or park, then it need not be screened.

**5.2.3 Mechanical and Utility Equipment:** Mechanical and utility equipment must be screened from view from nearby streets and properties in the same manner as trash containment areas. Ground mounted equipment must be located in the rear or side yard and screened. Roof mounted equipment shall not be visible from nearby streets. Setbacks from the edge of the roof or a screen higher than the equipment may be used. Screens must be made of materials which are compatible with the exterior of the building. If the equipment is not visible off-site, then it need not be screened. The type of screening used must be determined based on the proposed location of the equipment, existing site conditions, and the type and amount of existing and proposed vegetation on the site.

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#### 515.6 BUILDING STANDARDS

##### 6.1 GENERAL DESIGN PRINCIPLES APPLICABLE TO ALL BUILDINGS

Consistent with the key principles of the Downtown Master Plan, the Design Review Board will use the following design principles in their discretionary consideration of all applications. These guidelines are in addition to the minimum requirements found elsewhere in this code.

##### 6.1.1 Key Principle: Connectivity

- A. There are two principal components of every pedestrian trip – the journey and the destination. The journey should be continuous and safe and the destination should be interesting and attractive.
- B. Streets should accommodate many users safely and comfortably with priority given to the pedestrian and the cyclist.
- C. New development should not create physical or visual gaps along the street frontage and should fill in existing gaps to the greatest extent possible with interesting and active frontages.

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##### 6.1.2 Key Principle: Housing

- A. Housing is strongly encouraged throughout the downtown. In general, housing should be located on upper stories.
- B. Housing should not be placed on the ground floor frontage in D-T6 and along Main Street.

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##### 6.1.3 Key Principle: Mixed-Use Infill & Redevelopment

- A. Great downtowns are built using fine-grained increments. Avoid large scale buildings where possible.
- B. Buildings should be designed to grow and adapt over time. The accommodation of mixed-uses, whether at the time of initial occupancy or over the long-term, is strongly preferred to single-use structures.
- C. To compliment the historic fabric of the downtown area, new buildings, substantial renovations, and expansions should be of the highest design quality and should be considered long-term additions to the downtown fabric.

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##### 6.1.4 Key Principle: Downtown Should Be Urban

- A. Buildings should generally be simple in form, but well-detailed.
- B. Facades should be designed to recognize the interior spaces of the occupants in an authentic manner. Avoid the technique of visually contriving multiple facades along a single frontage unless there is a clear break in building.
- C. Avoid elaborate changes in materials, configurations, and vertical and horizontal elements that are designed to create interest from long distances or in vehicles. Because downtown buildings are most often experienced pedestrians and not from a high-speed automobile, design elements should be scaled as such.
- D. Storefront bays should be constructed in increments as small as possible – preferably in widths that are 50 feet or less.
- E. Surface parking in D-T5 and D-T6 is strongly discouraged in favor of structured parking.
- F. Any such surface parking, if provided, should be in the rear. If permitted by the Design Review Board to be placed in the side yard, it should be considered temporary, designed to accommodate future buildings, and should not be encumbered by any legal restrictions.

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##### 6.1.5 Key Principle: Put People First

- A. Buildings and sites should be designed to encourage pedestrian activity, comfort, and safety.

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- B. Ground floor activity is critical to pedestrian comfort and activity. Long expanses of inactivity are strongly discouraged.
- C. Streetscapes should be composed of wide sidewalks for walking, seating, public art, and landscaping.
- D. The presence of on-street parking provides both convenient locations to park vehicles as well as a physical barrier between moving vehicles and the pedestrian environment.
- E. Visual diversity should be greatest along the street frontage. Avoid uniformity of tenant spaces along the ground floor and provide an increment of small-scale tenant spaces for frequent changes of scenery and activity.

#### 6.42 GENERAL-REQUIRED BUILDING DESIGN STANDARDS FOR ALL BUILDINGS

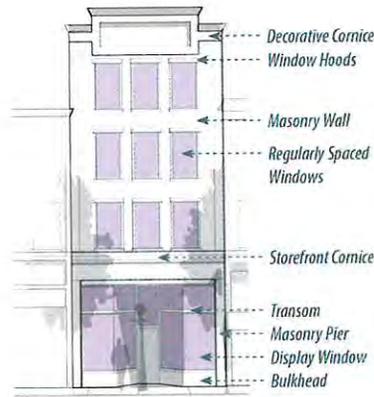
**6.42.1 Architectural Style:** The building design standards of this Chapter intentionally do not mandate a particular style and permit a wide variety of architectural expressions. However, when a design exhibits a known architectural style (e.g., Colonial, Victorian, Classical Revival) the details must be consistent with that style unless the local architectural vernacular of the upstate South Carolina area provides an alternate precedent for a detail or element.

**6.42.2 Compatibility:** Adjacent buildings should relate in similarity of scale, bulk, height, architectural style, and/or configuration.

**6.42.3 Proportions:** Windows, doors, columns, eaves, parapets, and other building components must be proportional to the overall scale of the building. Wherever possible, windows must be vertically proportioned.

**6.42.4 Wall Materials:** When two or more materials are used on a façade, the heavier material (e.g., brick) should be placed below the lighter material (e.g., siding) to give the sense of support and grounding.

**6.42.5 Façade Treatment:** Architectural elements like windows and doors, bulkheads, masonry piers, transoms, cornice lines, window hoods, awnings, canopies, and other similar details must be used on all façades facing public rights-of-way.



**6.1.6 Building Wall Offsets:** Building wall offsets, including projections, recesses, and changes in floor level must be used in order to: add architectural interest and variety; relieve the visual effect of a single, long wall; and subdivide the wall into human-size proportions. Similarly, roofline offsets should be provided to lend architectural interest and variety to the massing of a building and to relieve the effect of a single, long roof.

**6.42.76 Building Entrances:** A functioning entrance for each ground floor tenant, operable during normal business hours for ingress and egress, is required facing along the primary street streetfrontage. Buildings located on street corners may are encouraged to have a corner entrance.

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#### **6.23 SPECIFIC BUILDING DESIGN STANDARDS (ALL D-T4 AND RESIDENTIAL STRUCTURES/FRONTAGES IN D-T5 & D-T6)**

##### **6.23.1 Roof and Eaves**

- a. Buildings must have sloped roofs. Main roofs on residential buildings must have a pitch between 8:12 and 12:12. Monopitch (shed) roofs are allowed only if they are attached to the wall of the main building. No monopitch roof shall have a pitch less than 4:12. Flat Roofs will be permitted subject to design review by the Design Review Board. (D-T4)
- b. Flat roofs are permitted. (D-T5 & D-T6)
- c. Flush eaves must be finished by profiled molding or gutters.
- d. All rooftop equipment must be screened from view.

##### **6.23.2 Façade Design:** At least 15% of the total wall area of each façade that face a public street must be transparent windows (excluding glass block) or doorways (egress only doorway excluded).

##### **6.23.3 Building Entrances**

- a. Raised Entries: To provide privacy, all residential entrances within 15 feet of the sidewalk must be raised from the finished grade (at the building line) a minimum of 2 feet.
- b. Porches: Useable porches and stoops are recommended to form a predominate motif of the building design and be located on the front and/or side of the building to respond to the climatic conditions and the vernacular of the upstate. Useable front porches are at least 8 feet deep and 12 feet in width. (D-T4)
- c. Crawlspace: The crawlspace of buildings, if provided, must be enclosed.

##### **6.23.4 Garages**

- a. Garages with front loading bays must be recessed from the front facade of the house by a minimum of five (5) feet; must be visually designed to form a secondary building volume; and must utilize individual doors for each bay. Garage doors must be a minimum of twenty (20) feet from the back of sidewalk.
- b. At no time shall the width of an attached garage doors exceed 50% of the total building façade for lots less than 70 feet in width. Lots greater than 70 feet in width shall be restricted to a maximum of 40%.

##### **6.23.5 Materials**

- a. Building Walls: Residential building walls must be primarily clad in wood clapboard, cementitious fiber board, wood shingle, wood drop siding, primed board, wood board and batten, brick, stone, stucco, vinyl, or synthetic materials similar and/or superior in appearance and durability.
- b. Roof Materials: Residential roofs must be clad in wood shingles, standing seam metal, terne, slate, dimensional asphalt shingles or synthetic materials similar and/or superior in appearance and durability.

##### **6.23.6 Construction Method:** Factory-built, modular housing units that comply with the National Manufactured Housing Construction and Safety Standards Act of 1974 and otherwise comply with the standards of this Code are permitted.

#### **6.34 SPECIFIC BUILDING DESIGN STANDARDS (MIXED-USE AND COMMERCIAL BUILDINGS IN D-T5 & D-T6)**

##### **6.34.1 Roof and Eaves**

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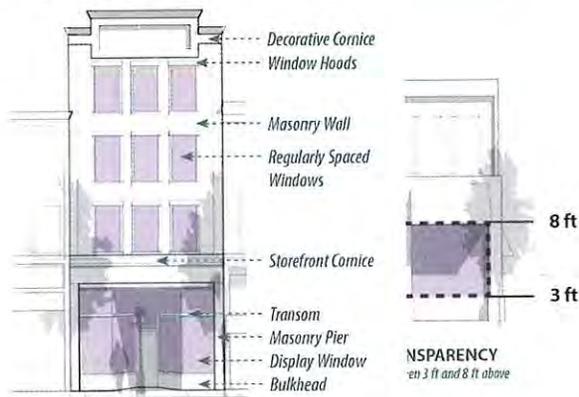
- a. Flush eaves must be finished by profiled molding or gutters.
- b. All rooftop equipment must be screened from view.

**6.34.1 Canopies/Awnings:** A building canopy, awning, or similar weather protection may be provided and should project a minimum of 3-5 feet from the façade.

**6.34.2 Encroachments:** Awnings may encroach over the public sidewalk without limit but must not extend beyond the back of the curb. Stoops may encroach 100% of the depth of a setback. Open porches and awnings may encroach up to 50% of the depth of the setback. Balconies and bay windows may encroach up to 25% of the depth of the setback.

#### 6.34.3 Ground Level Detailing

- a. **Minimize Blank Walls:** Expanses of blank walls may not exceed 20 feet in length. (A "blank wall" is a facade that does not contain transparent windows or doors.)
- b. **Ground-Level Glazing:** Window glazing and doorways must be the predominant features in the street-level facade. Exterior burglar bars, fixed "riot shutters," or similar security devices must not be visible from the public right-of-way. All ground level windows must provide direct views to the building's interior extending a minimum of 6 feet behind the window.
- c. **Transparency Zone:** Glazing that is transparent under all lighting conditions must extend from a base of contrasting material (not exceeding four (4) feet in height above the adjacent grade) to at least the height of the door head. However, spandrel or colored glass may be used above the height of the door head. Glazing must extend from the corner of the front facade for a depth equal to:
  - 1. **Shopfront Frontage Transparency per Section 4.2:** At least seventy (70) percent of the length of building along all street side building facades.
  - 2. **All Other Mixed-Use/Commercial Façades:** At least **fifty-sixty (6500)** percent of the length of building along all street side building facades.-



- d. Ventilation grates or emergency exit doors located at the first floor level in the building facade, which are oriented to any public street, must be decorative. Unless otherwise required by the building code, such grates and doors must be located away from streets designated as Shopfront Frontages per Section 4.2.

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**6.34.4 Materials:** Commercial building walls must be brick, pre-cast concrete, cut stone (residential applications such as field stone and ledge stone are prohibited), cementitious fiber board, or wood clapboard. Regular or decorative concrete block and EIFS-type stucco may be used on building walls not visible from a public street or as an accent material only. All accessory buildings must be clad in materials similar in appearance to the principal structure.

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#### 515.7 PARKING STANDARDS

##### 7.1 PARKING AREA DESIGN STANDARDS

**7.1.1 General Design Standards:** The design of all parking areas, if provided, is subject to the requirements of Section 504.1 except as noted below.

**7.1.2 On-Street Parking:** On-street parking ~~should~~ shall be provided ~~as a part of the development along all fronting streets on all streets in the Downtown area~~ except those designated as no parking zones by SC DOT or the City.

**7.1.3 Interconnected Parking Lots:** Adjacent parking lots must be interconnected, except in the case of existing steep topography between sites, and/or shall have vehicular connections from an alley, where provided.

##### 7.1.4 Parking Area Access

- a. Access to off-street parking areas (open lots, car ports, and garages) is not permitted from the principal frontage for any detached house on a lot less than 60 feet wide or on any multi-family building. Access must be provided using a rear lane or alley or from a secondary frontage. (D-T4)
- b. Parking must be accessed from a rear alley or a secondary frontage unless approved as a Discretionary Review. (D-T5 & D-T6)
- c. Pedestrian entrances to all parking lots and parking structures must be directly from a frontage line. Only underground parking structures may be entered by pedestrians directly from a Principal Building.
- d. The vehicular entrance of a parking lot or garage on a frontage must be no wider than 24 feet.

**7.2 BICYCLE PARKING:** Bicycle parking is required for each building based on the use of the building and the percentage of motor vehicle parking provided for each use, as indicated in the table below. The installation of new bicycle parking is not required for single family houses, townhouses, and apartments of less than 4 units per building or where the City has an adopted streetscape plan that includes coordinated bicycle parking or where public bicycle parking already exists within 50 feet of the front door. Where fewer than 2 spaces are required, at least two bicycle parking spaces or one rack must be provided.

Use Type	Required Bicycle Parking Spaces per 100 Auto Spaces
Multi-family Residential (4 or more units/building only) Office/Business Services Retail Trade (except Lodging) Institutional/Civic (Non-Assembly Uses)	5
Lodging Wholesale/Manufacturing/Industrial Institutional/Civic (Assembly Uses Only)	2

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Institutional/Civic (Schools)	10
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**7.2.1 Bicycle Parking Racks:** An "Inverted U" or other bicycle parking rack that supports the bicycle at two points on the bicycle frame is the minimum standard for fulfillment of the bicycle parking standards. A single inverted U rack will count as two bicycle parking spaces. Long term bicycle parking, which protects the entire bicycle and its components from theft, vandalism, and weather (such as bike lockers, locked rooms) may be provided for use by employees and students and may count toward fulfillment of the bicycle parking requirements.

**7.2.2 Bicycle Rack Locations:** As most bicycle parking will be located in the public-right-of-way, the applicant should coordinate directly with the city on the appropriate placement. In general, bicycle racks should be located no closer than three feet from any wall to provide adequate space for access and maneuvering. Bicycle parking for customers and visitors shall be no more than 50 feet from building entrances or no further than the closest motor vehicle parking space, whichever is less. Rack placement should allow for visual monitoring by people within the building and/or people entering the building. Uses with several major, actively used entrances shall locate a portion of the required bicycle parking at each entrance.

**515.8 STREETScape AND SITE LANDSCAPING**

**8.1 REQUIRED STREETScape**

~~The First Lot Layer~~ **All Streets** must be planted with trees of species matching the planting on the public frontage as established by the City. Where no frontage detail has been established the following minimum elements shall apply. The City Engineer may grant a reduction in these dimensions subject to the overall context of the block (e.g. lack of opportunity for wider sidewalk on adjacent parcels).

	<b>1. D-14T3 or D-14</b>	<b>2. D-15</b>	<b>23. D-T5 &amp; D-T6</b>
a. Streetscape Zone (min) (measured from back of curb to outside edge of right-of-way)	11 ft minimum	12 ft (14 ft without tree wells)	42-ft minimum-16 ft (to accommodate outdoor seating and on-streets indicated on the adopted plan) [Verify with current Main dimension]
b. Sidewalk Width (min)	5 ft sidewalk	8 ft	8-16 ft sidewalk 12 ft with outdoor seating
c. Planter Type and minimum width	Tree wells or 6 ft continuous planting strip or planter beds	Tree wells only except 6 ft non-continuous planter beds are permitted along streets where on-street parking is not provided	Tree wells only
d. Street Trees	Trees shall be a species with shade canopies that, at maturity, remain clear of building frontages.		

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**8.2 PARKING AREA LANDSCAPING**

**8.2.1 Required Plantings:** One (1) Shade Tree and eight (8) shrubs per 10 parking spaces. No parking space shall be further than 60 feet from the trunk of a canopy tree.

**8.2.2 Parking Area Screening:** All parking areas visible from the right-of-way should be screened from view. Parking areas in the side yard must have a 3 foot high screen along the street side located in the

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side yard only (behind the building line): Shrubs, brick walls (using brick that matches the adjacent building), wrought iron fencing, or any combination thereof may be used. If landscaping is used, the minimum planting area width should not be less than 4 feet.

**8.3 STREETSREENS:** Interruptions in the street wall discourage pedestrian activity. Streetscreens serve to minimize these interruptions by extending the street wall formed by storefronts and building facades. Street walls or landscaping treatments are semi-opaque screens a minimum of 6 feet in height above grade and constructed of a material matching the adjacent building facade. The streetscreen may be a hedge or fence. Streetscreens must have openings no larger than necessary to allow automobile and pedestrian access. In addition, all streetscreens over 4 feet high should be 30% permeable or articulated.

**8.4 FENCES**

	1. D-T4	2. D-T5 & D-T6
a. <u>First Layer Front Yard</u>	4 ft maximum height (wrought iron or picket only)	6 ft maximum height (wrought iron only)
b. <u>Second Layer Side Yard</u>	8 ft maximum height (wood board or chain link permitted – razor wire is not permitted)	8 ft maximum height (wood board or chain link permitted – razor wire is only permitted in the third layer for Vehicle/Heavy Equipment Rental/Sales for storing vehicles/heavy equipment under repair.)
c. <u>Third Layer Rear Yard</u>		

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#### **515.9 SIGNAGE STANDARDS**

##### **9.1 APPLICABILITY**

Where applicable the provisions of this chapter shall take precedence over the signage regulations found in §503 Sign Regulations.

##### **9.1.1 Exceptions:** The following changes are not subject to the standards of this Article:

- A. Change of copy on signs specifically designed for changeable copy.
- B. The changing of tenant name panels on single or multiple-tenant development signage.
- C. Cleaning, electrical repair, repainting and other maintenance of a sign
- C. The repair/repainting of a sign.

##### **9.1.2 Limitation on Non-conforming Signs:** Signs erected after the passage of this Article shall conform to the standards set forth herein. All legal nonconforming signs in existence as of the effective date of this chapter may be continued and shall be maintained in good condition. Nothing in this ordinance shall prevent the normal maintenance of an existing non-conforming sign. However, a nonconforming sign shall not be:

- A. Changed to another type or shape of nonconforming sign; provided, however, the copy, content, or message of the sign may be changed so long as the shape or size of the sign is not altered.
- B. Structurally altered.
- C. Physically expanded, enlarged, or extended in any manner.
- D. Reestablished after discontinuance for sixty (60) days.
- E. Reestablished after the sign is removed, except for normal maintenance.
- F. Reestablished after damage or destruction where the estimated expense of reconstruction exceeds fifty (50) percent of the appraised replacement cost of the sign in its entirety

##### **9.2 GENERAL PROVISIONS**

##### **9.2.1 Standards Applicable to All Permitted Signs:** Permitted signs shall be located outside of the street right-of-way, behind or above (as permitted) sidewalk areas and outside of the sight triangle in accordance with the standards of this Article.

##### **9.2.2 Noncommercial Messages:** Any sign, display or device allowed under this chapter may contain, in lieu of any other copy, any otherwise lawful noncommercial message.

##### **9.2.3 Computation of Sign Face:**

- A. The area of a sign face shall be deemed to be the entire area within the smallest polygon that will encompass the extreme limits of the writing, representation, emblem, or other display on the sign that can be reasonably calculated.
- B. The area shall also include any material or color forming an integral part of the background of the display or used to differentiate the sign from the backdrop or structure against which it is placed.

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- C. Frames or structural members not bearing informational or representational matter shall not be included in computation of the area of a sign face unless they are constructed and/or finished with a material which draws attention to or makes the supporting structure an integral feature of the advertising display.

#### 9.3 PERMITTED SIGNAGE

The following signage standards shall be applicable for D-T5 and D-T6 districts. Signage in predominately residential districts (D-T3 & D-T4) shall only be permitted use of certain signage types that identify the building (not the tenant or use), the home occupation (using a post and arm sign), or a civic use (using a monument sign).

Permitted Sign Types	Specific Applicability	Maximum Area per Sign Face	Maximum Height	Other Requirements	Maximum Number per Tenant	
Attached Signs	Wall (Primary Frontage)	Front Facades	10% of wall – up to 3 stories (aggregate of all signage)	n/a	Signs may project a max of 4 ft and shall have an 8 ft clearance above sidewalk/right-of-way	1 per tenant space (corner tenants may utilize secondary frontage for 1 additional sign)
	Wall (Secondary Footage)	All other facades	5% of wall (aggregate of all signage)	n/a		
	Theater Marquee	Theaters Only (live performance or motion picture) – No other Wall sign is permitted	Maximum Projection from façade is 4 ft-	16 ft	Canopy elements may extend to within 2 ft of the curb and shall have an 8 ft clearance above sidewalk/right-of-way	1
	Window/Door	Businesses and Live/Work Units	25% of window and/or door area	n/a	n/a	n/a
	Tenant Identification	Identifies tenants in a building	6 sq ft	n/a	1	1
	First Floor Projecting	Businesses (excluding Home Occupations) located in high pedestrian traffic areas	6 sq ft – Maximum Projection from façade is 4 ft	18"	8 ft clearance above sidewalk/right-of-way	1
Freestanding Signs	Awning	Businesses (excluding Home Occupations)	50% of Awning area. Copy Area of the sign is limited to the drip flap. Logos may be placed on the awning itself.	---	8 ft clearance above sidewalk/right-of-way	1
	Monument	Civic Buildings & Commercial Use Buildings with a setback greater than 30 ft.	32 sq ft per face	5 ft	1	1
	Post & Arm	Business & Home Occupation	4 sq ft	3.5 ft	1	1
	Sandwich Board	Businesses	8 sq ft	3 ft	Must be removed every day at close of business	1

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**9.4 Attached Signs Specifications**

**9.4.1 Attached Signage Types Defined:**

		
<p><b>Wall Signs (Primary Frontage):</b> Flat signs, channel lettering, or three dimensional signs which are painted on, or attached (parallel or perpendicular) to the wall of a building.</p>		
		
<p><b>Theater Marquee Signs:</b> Three dimensional signs which project out from the facade and may extend above the roof line.</p>	<p><b>Window/Door Signs:</b> Flat signs or lettering which are painted or attached to window of a building.</p>	<p><b>Tenant Identification Signs:</b> Incidental signs that list the tenants and of a multi-tenant building that are accessed via a common entry, denote hours of operation, street address, etc.</p>
		
<p><b>First Floor Projecting Signs:</b> Pedestrian scaled signs mounted to the building facade or underside of a balcony, awning, canopy or arcade which can be read from both sides.</p>	<p><b>Awning Signs:</b> Signs integrated into traditional storefront awnings that project over a sidewalk from the building façade.</p>	

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#### **9.4.2 General Standards:**

- A. Sign Area: The maximum permitted aggregate area of Attached Signs is measured by computing the total façade area for the first three stories only. Only one face for signs with two symmetrical sides shall be counted towards the maximum.
- B. Attached Signs shall located as follows:
  - 1. Single Story Buildings: Above the first floor window and below the cornice of single story building
  - 2. Multi-Story Buildings: Above the first floor window and below the window sill of second floor, on a sign frieze area of the building if original to the building, or between windows below the sill of a third story.
  - 3. Secondary building or tenant signage may be placed between the upper level window and the cornice but shall not exceed 50% or the total allocated signage
- C. Decorative Flags (except American and State of South Carolina Flags) shall be counted towards the maximum signage area permitted in the district. Only one (1) flag for every 25 feet of linear building frontage is permitted.
- D. Tenant Signage
  - 1. Each tenant that has a principal pedestrian entrance from the Frontage may be permitted One (1) Wall sign, the total area of which shall count toward the maximum allowable aggregated area for the entire facade.
  - 2. Each tenant shall also be permitted use of any combination of the following: Window/Door Signs, Projecting Signs, Awning Signs.
- E. Theater Marquee Signage: Only buildings which house theaters (live performance or motion picture) as a primary tenant may utilize a Theater Marquee sign. (Exception: Historic Signs)
  - 1. Marquee signs may include changeable copy to reflect current or upcoming shows and/or performances. Such signage may not extend above the bottom sill of the 2nd story window.

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**9.5 Freestanding Signs**

**9.5.1 Freestanding Signage Types Defined:**

		
<p><b>Monument Signs:</b> Signs erected independent of a building with an integral support structure.</p>	<p><b>Post &amp; Arm Signs:</b> Minor or secondary signs which are used to identify the address of a building, or to identify the profession, family, organization, business, etc., occupying the building.</p>	<p><b>Sandwich Board Signs:</b> Pedestrian scaled non-permanent signs which are used to display menus, daily specials, sale announcements, etc.</p>

**9.5.2 General Standards:**

- A. All Monument/Post & Arm signs shall be located a minimum of 10 feet behind the street right-of-way.
- B. No Monument/Post & Arm sign shall be located in any required buffer yard or within 10 feet of a side property line or within any required sight triangle.
- C. Monument signs shall include a base (min. 1 foot in height) constructed of rock, brick, or other masonry material or permanent landscaping.
- D. Sandwich Board Signs (limited to one per tenant) are permitted regardless of the structure's setback but may not restrict the useable sidewalk width below ADA standards (5 feet minimum). All such signs are subject to a city's encroachment permit and shall be removed from the sidewalk area at the end of each business day for the tenant.

**9.6 Illumination**

- A. Signage may be externally lit except that channel letter or logo cabinet wall signs may be internally lit or backlit.
- B. All lighting shall be cast downward.
- C. Signage on the interior of shopfront glazing may be neon lit.
- D. Flashing signs and internally illuminated cabinet signs are prohibited.

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#### **515.10 EXTERIOR MAINTENANCE STANDARDS**

All buildings shall be subject to Article X of the Spartanburg City Code – Maintenance of Commercial Buildings. In addition to the provisions of Section 5-472, in the area within the jurisdiction of the Downtown Code all commercial premises must comply with the following:

- 10.1 EXTERIOR WALLS AND SURFACES:** All exterior surfaces including, but not limited to, doors, door and window frames, cornices, breezeways and trim must be secure and maintained in good condition and must be clean, neat, and attractive. All defective structural and decorative elements must be repaired or replaced, to match as closely as possible the original materials and construction. Exterior surfaces, other than decay-resistant materials, must be protected from the elements and decay by painting or other protective covering or treatment. Peeling, flaking, and chipped paint or stucco shall be eliminated and surfaces repainted. Exterior surfaces must be kept free of markings, carvings or graffiti. All siding and masonry joints as well as those between the building envelope and the perimeter of windows, doors, and skylights must be maintained weathertight and watertight and in sound condition and good repair to prevent infestation. Where 33% or more of the aggregate of any painted or stuccoed wall shall have peeling or flaking paint or stucco worn away, the entire wall must be scraped and repainted or recovered with stucco.
- 10.2 WINDOWS AND EXTERIOR DOORS:** All windows and doors must fit in their frames and be weather and water tight. All windows must be kept clean and unbroken. Window openings may not be filled or boarded up. Window panes may not be painted or replaced with plywood or other non-translucent materials, except on an emergency basis not to exceed fifteen (15) days.
- 10.3 HARDWARE:** Every exterior window and door must have proper hardware including locking devices reasonably adequate to prevent unauthorized entry.
- 10.4 AWNINGS OR MARQUEES:** Any awning or marquee and its structural parts must be maintained in good repair and safe condition, and without sign of excessive weathering, discoloration, or deterioration. Awnings that are torn, badly faded, or structurally compromised must be removed, repaired or replaced. Nothing herein shall be construed to authorize any encroachment on streets, sidewalks or other parts of the public domain.
- 10.5 TEMPORARY COVERINGS:** No temporary covering of any part of a structure may remain more than fifteen (15) days after ongoing construction has been completed or sixty (60) days total, whichever is longer.

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#### 515.11 DEFINITIONS

##### 11.1 GENERAL DEFINITIONS

This Section provides definitions for terms in this Code that are technical in nature or that otherwise may not reflect a common usage of the term. If a term is not defined in this Article, then the Planning Department shall determine the correct definition of the term.

**Building Configuration:** the form of a building, based on its massing, private frontage, and height.

**Building Disposition:** the placement of a building on its lot.

**Building Type:** a structure category determined by function, disposition on the lot, and configuration, including frontage and height.

**Civic:** the term defining not-for-profit organizations dedicated to arts, culture, education, recreation, government, transit, and municipal parking.

**Civic Building:** a building designed specifically for a civic function.

**Civic Space:** an outdoor area dedicated for public use. Civic Space types are defined by the combination of certain physical constants including the relationship between their intended use, their size, their landscaping and their fronting buildings.

**Commercial:** the term collectively defining workplace, office and retail functions.

**Curb:** the edge of the vehicular pavement detailed as a raised curb or flush to a swale. The Curb usually incorporates the drainage system.

**Elevation:** an exterior wall of a building not along a Frontage Line. See: **Facade**

**Enfront:** the placement of an element along a frontage line such as a public street right-of-way or park.

**Entrance, Principal:** the main point of access of pedestrians into a building.

**Facade:** the exterior wall of a building that is set along a Frontage Line (see **Elevation; Frontage Line**).

**Frontage Line:** those lot lines that coincide with a public right-of-way. Facades along Frontage Lines define the public realm and are therefore more regulated than the elevations that coincide with other Lot Lines.

**Infill:** a project within existing urban fabric.

**Layer:** a range of depth of a lot within which certain elements are permitted.

**Liner Building:** a building specifically designed to mask a parking lot or a parking garage from a frontage.

**Lot Line:** the boundary that legally and geometrically demarcates a lot (see **Frontage Line**). Codes reference lot lines as the baseline for measuring setbacks.

**Lot Width:** the length of the principal Frontage Line of a lot.

**Parking Structure:** a building containing two or more stories of parking.

**Principal Building:** the main building on a lot, usually located toward the frontage.

**Private Frontage:** the privately held layer between the frontage line and the principal building facade. The structures and landscaping within the Private Frontage may be held to specific standards. The variables of Private Frontage are the depth of the setback and the combination of architectural elements such as fences, stoops, porches and galleries.

**Public Frontage:** the area between the curb of the vehicular lanes and the Frontage Line. Elements of the Public Frontage include the type of curb, walk, planter, street tree and streetlight.

**Rear Alley (AL):** a vehicular driveway located to the rear of lots providing access to service areas and parking, and containing utility easements. Alleys should be paved from building face to building face, with drainage by inverted crown at the center or with roll curbs at the edges.

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**Setback:** the area of a lot measured from the lot line to a building facade or elevation. This area must be maintained clear of permanent structures with the exception of: galleries, fences, garden walls, arcades, porches, stoops, balconies, bay windows, terraces and decks (that align with the first story level) which are permitted to encroach into the Setback.

**Street, Pedestrian-Oriented:** a built environment that emphasizes and is conducive to walking between destinations. A pedestrian-oriented environment may include sidewalks, buffers, street trees, benches, fountains, transit stops, pedestrian-oriented signs and lighting, public art, and buildings that are visually interesting with high levels of transparency and articulation.

**Streetscape:** the urban element that establishes the major part of the public realm. The streetscape is composed of thoroughfares (travel lanes for vehicles and bicycles, parking lanes for cars, and sidewalks or paths for pedestrians) as well as the visible private frontages (building facades and elevations, porches, yards, fences, awnings, etc.), and the amenities of the public frontages (street trees and plantings, benches, streetlights, etc.).

**Streetscreen:** sometimes called Streetwall. A freestanding wall built along the frontage line, or coplanar with the facade, often for the purpose of masking a parking lot from the thoroughfare.

**Substantial Modification:** that modification to a building in which the total alterations to a building are valued at more than 50% of the appraised replacement cost of the entire building (as determined by an appraisal performed by an M.A.I. certified appraiser), if new.

## 11.2 USE DEFINITIONS

**Agriculture:** These establishments grow crops, raise animals, harvest timber, and harvest fish and other animals from a farm, ranch, or their natural habitats. They may be described as farms, ranches, dairies, greenhouses, nurseries, orchards, or hatcheries. A farm, as an establishment, may be one or more tracts of land, which may be owned, leased, or rented by the farm operator. Farms may hire employees for a variety of tasks in the production process. Subcategories in this dimension differentiate establishments involved in production versus those that support agricultural production. For agricultural research establishments administering programs for regulating and conserving land, mineral, wildlife, and forest use, apply the relevant institutional or research and development categories.

**Airport:** Establishments that provide air transportation for passengers or cargo using aircraft, such as airplanes and helicopters. This subcategory includes scenic and sightseeing air transportation establishments, which may involve local departure and same-day return.

**Alcoholic Beverage Sales Store:** The retail sales of beer, wine, and/or other alcoholic beverages for off-premise consumption as a primary use.

**Amusements, Indoor:** Establishments that provide commercial recreation activities completely within an enclosed structure such as pool halls, arcades, movie theaters, skating rinks, roller rinks, and bowling alleys.

**Amusements, Outdoor:** Establishments that provide commercial recreation activities primarily outdoors such as miniature golf establishments; go-cart facility; theme

parks, carnivals, fairgrounds, and midways; paintball parks; and water rides.

**Animal Services:** Establishments that include services by licensed practitioners of veterinary medicine, dentistry, or surgery for animals; boarding services for pets; and grooming.

**Assembly/Meeting Facilities:** Meeting/conference facilities that include room(s) or space(s) used for assembly purposes by 50 or more persons including fraternal halls (VFW lodges, etc) and banquet facilities.

**Automated Teller Machines (ATM):** Computerized, self-service machines used by banking customers for financial institutions, including deposits, withdrawals and fund transfers, without face-to-face contact with financial institution personnel. These machines may be located at or within banks, or in other locations.

**Auto Parts Sales:** Establishments selling new, used, or rebuilt automotive parts and accessories. Examples include parts and supply stores, automotive stereo stores, speed shops, truck cap stores, and tires and tube shops.

**Banks, Credit Unions, Financial Services:** Establishments that engage in financial transactions that create, liquidate, or change ownership of financial services. Banks, credit unions, and savings institutions may perform central banking functions, accept deposits, and lend funds from these deposits. In addition to banks

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and credit unions, financial services institutions may include: credit agencies, trust companies, holding companies, lending and thrift institutions, securities/commodity contract brokers and dealers, security and commodity exchanges, vehicle finance (equity) leasing agencies, and investment companies.

**Bar/Tavern:** A business where alcoholic beverages are sold for on-site consumption, which are not part of a larger restaurant. Includes bars, taverns, pubs, and similar establishments where any food service is subordinate to the sale of alcoholic beverages. May also include beer brewing as part of a microbrewery and other beverage tasting facilities. Entertainment including live music, and/or dancing, comedy, etc. may also be included.

**Bed and Breakfast Inn:** Establishments primarily engaged in providing short-term lodging in facilities known as bed-and-breakfast inns. These establishments provide short-term lodging in private homes or small buildings converted for this purpose. Bed-and-breakfast inns are characterized by a highly personalized service and inclusion of a full breakfast in a room rate.

**Business Support Services:** These establishments provide any of the following: document preparation, telephone answering, telemarketing, mailing (except direct mail advertising), court reporting, and steno typing. They may operate copy centers, which provide photocopying, duplicating, blueprinting, or other copying services besides printing. They may provide a range of support activities, including mailing services, document copying, facsimiles, word processing, on-site PC rental, and office product sales.

**Campground:** Establishments accommodating campers and their equipment, including tents, tent trailers, travel trailers, and recreational vehicles. Facilities and services such as cabins, washrooms, food services, recreational facilities and equipment, and organized recreational activities.

**Cemetery:** A parcel of land used for interment of the dead in the ground or in mausoleums.

**Child/Adult Day Care Home (Less than 6 persons):** Supervision or care provided on a regular basis as an accessory use within a principal residential dwelling unit, by a resident of the dwelling, for less than 6 children who are not related by blood or marriage to, and who are not the legal wards or foster children of, the supervising adult.

**Child/Adult Day Care Center (6 or more persons):** An individual, agency, or organization providing supervision or care on a regular basis for children who are not related by blood or marriage to, and who are not the legal wards or foster children of, the supervising adults; designed and approved to accommodate 6 or more children at a time; not an accessory to residential use.

**Colleges/Universities:** Comprise junior colleges, colleges, universities, and professional schools. These establishments furnish academic or technical courses and grant degrees, certificates, or diplomas at the associate, baccalaureate, or graduate levels.

**Cultural or Community Facility:** Facilities designed to promote cultural advancement and serve the community such as live theater, dance, or music establishments; art galleries, studios and museums; non-profit civic or fraternal organizations; museums, exhibition, or similar facility; libraries; and community centers, such as the YMCA and YWCA.

**Drive-Thru Facility for Retail and Restaurant Uses:** A facility where food and other products may be purchased by motorists without leaving their vehicles. Examples include: fast-food restaurants, drive-through coffee, dairy product, photo stores, pharmacies, etc.

**Drive Thru Facility for Service Uses:** A facility where services may be obtained by motorists without leaving their vehicles. These facilities include drive-through bank teller windows, dry cleaners, etc. Does not include: Automated Teller Machines (ATMs), gas stations or other vehicle services, which are separately defined.

**Dwelling – Single Family:** A building having only one dwelling unit.

**Dwelling – Two Family:** An attached or semi-attached building designed exclusively for occupancy by two families living independently of each other under one roof.

**Dwelling – Multi-Family:** An attached or semi-attached building designed exclusively for occupancy by three or more families living independently of each other under one roof.

**Dwelling – Secondary:** A dwelling unit either detached or non-detached, such as a garage apartment or cottage, designed for occupancy by one or two persons, not exceeding 750 square feet of gross floorspace and located on a lot with an existing single-family dwelling. Said units must not exceed one per lot.

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**Equipment Rental:** Establishments renting or leasing office machinery and equipment, such as computers, office furniture, copiers, or fax machines;

**Funeral Homes and Services:** Establishments for preparing the dead for burial or interment and conducting funerals (i.e. providing facilities for wakes, arranging transportation for the dead, and selling caskets and related merchandise).

**Gas Station:** Establishment that primarily retails automotive fuels. These establishments may further provide services such as automotive repair, automotive oils, and/or replacement parts and accessories. Gas stations include structures that are specialized for selling gasoline with storage tanks, often underground or hidden. Bays for car washes may also be included.

**General Retail:** A use category allowing premises to be available for the commercial sale of merchandise and prepared foods, but excluding manufacturing. Approved floor area ranges include: Less than 2,000 square feet; 2,001 – 15,000 square feet; 15,001-50,000 square feet; greater than 50,000 square feet.

**Government Office:** Includes offices and related meeting facilities for federal, state, and local government agencies that administer, oversee, and manage public programs and have executive, legislative, and judicial authority.

**Home Occupation:** An occupation or profession conducted within a dwelling unit by a residing family member that is incidental to the primary use of the dwelling as a residence. Home Occupations are small and quiet non-retail businesses generally invisible from the frontage, seldom visited by clients, requiring little parking, little or no signage, and having only one or two employees and provide services such as professional services, music instruction, and hair styling. Home Occupations include day care centers where daytime care is provided to less than 6 children who are not the legal wards or foster children of the attendant adult within an owner-occupied residence.

**Homes for Handicapped (serving 9 or fewer):** A home serving nine or fewer mentally or physically handicapped persons, providing care on a 24-hour basis, and approve or licensed by a state agency or department or under contract with the agency or department for that purpose is exempt from local zoning ordinance requirements. Such a home is construed as a natural family as if related by blood or marriage. S. C. Code § 6-29-770(E).

**Hospital:** A health care facility and related facilities the purpose of which is to provide for care, treatment, testing for physical, emotional, or mental injury, illness, or disability, and overnight boarding of patients, either on a for-profit or not-for-profit basis; but not including group homes.

**Hotels/Motels/Inns:** Establishments providing lodging and short-term accommodations for travelers. They may offer a wide range of services including, overnight sleeping space, food services, convention hosting services, and/or laundry services. Entertainment and recreation activities may also be included. Extended-stay hotels are included in this category.

**Housing Services for the Elderly:** Establishments that offer a wide range of housing services for those who cannot care for themselves, such as the elderly such as retirement housing, congregate living services, assisted living services, continuing care retirement centers, and skilled nursing services.

**Laboratory – Medical, Analytical, Research, & Development:** A facility for testing, analysis, and/or research. Examples of this include medical labs, soils and materials testing labs, and forensic labs.

**Laundry, Dry Cleaning Plant:** A service establishment engaged primarily in high volume laundry and garment services, including: carpet and upholstery cleaners; diaper services; dry-cleaning and garment pressing; commercial laundries; and linen supply. These facilities may include customer pick-up but do not include coin-operated laundries or dry cleaning pick-up stores without dry cleaning equipment.

**Laundry Services:** Coin-operated laundries, dry cleaning pick-up stores without dry cleaning equipment, or dry cleaning stores that do not provide cleaning services to other collection stations or stores.

**Live-Work Unit:** An attached residential building type with small commercial enterprises on the ground floor and a residential unit above or behind with a common tenant in both spaces (no dual occupancy is permitted).

**Manufactured Housing:** A dwelling unit, other than a modular home, fabricated in an off-site manufacturing facility for installation or assembly on the building site, which is at least eight feet in width and at least 32 feet in length, which bears a seal certifying that it was built to the standard adopted pursuant to the "National Manufactured Housing Construction and Safety Standards Act of 1974", 42 U.S.C. Sec 5401 et seq.,

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which is placed upon a permanent foundation which meets the installation and foundation requirements adopted by the N.C. Commissioner of Insurance, but which is not constructed or equipped with a permanent hitch or other device allowing it to be moved other than for the purpose of moving to a permanent site, and which does not have permanently attached to its body or frame any wheels or axles.

**Manufacturing, Light:** A non-residential use that does not require a NPDES permit for an industrial or stormwater discharge nor involve the use or storage of any hazardous materials or substances or that is used for the purpose of manufacturing, assembling, finishing, cleaning or developing any product or commodity. Facilities are typically designed to look and generate impacts like a typical office building, but rely on special power, water, or waste disposal systems for operation. Noise, odor, dust, and glare of each operation are completely confined within an enclosed building, insofar as practical.

**Manufacturing, Neighborhood:** The assembly, fabrication, production or processing of goods and materials using processes that ordinarily do not create noise, smoke, fumes, odors, glare, or health or safety hazards outside of the building and are visually undifferentiated from an office building. This includes medical and testing laboratories but shall not include uses that require frequent deliveries by truck with more than one axle.

**Manufacturing, Heavy:** A non-residential use that requires a NPDES permit for an industrial or stormwater discharge or involves the use or storage of any hazardous materials or substances or that is used for the purpose of manufacturing, assembling, finishing, cleaning or developing any product or commodity. Typically the largest facilities in a community which have complex operations, some of which may be continuous (24 hours a day/ 7 days per week).

**Media Production:** Facilities for motion picture, television, video, sound, computer, and other communications media production. These facilities include the following types:

1. Back lots/outdoor facilities:
2. Indoor support facilities:
3. Soundstages: Warehouse-type facilities providing space for the construction and use of indoor sets, including supporting workshops and craft shops.

**Medical Services:** Facilities that provide ambulatory or outpatient health care such as hospitals; emergency medical clinics; outpatient family planning services; and blood and organ banks.

**Metal Products Fabrication, Machine or Welding Shop:** An establishment engaged in the production and/or assembly of metal parts, including the production of metal cabinets and enclosures, cans and shipping containers, doors and gates, duct work forgings and stampings, hardware and tools, plumbing fixtures and products, tanks, towers, and similar products. Examples of these include:

1. Blacksmith and welding shops
2. Plating, stripping, and coating shops
3. Sheet metal shops
4. Machine shops and boiler shops

**Mini-Warehouses:** A building containing separate enclosed storage spaces of varying sizes leased or rented on an individual basis.

**Mobile Food/Retail Establishments:** A retail establishment that sells food or non-food items and services to an end user consumer from a movable vehicle or trailer that routinely changes locations.

**Nightclub:** A bar, tavern, or similar establishment that provides live entertainment (music, comedy, etc.) that may serve alcoholic beverage for sale, where the performance area exceeds 75 square feet, or customer dancing occurs.

**Outside Sales:** The sale of goods and products outside of a permanent structure such as landscape materials, lawn and garden supplies, and produce. This definition includes farmer's markets and flea markets.

**Parking Lot/Structure – Principal use** A stand-alone parking lot or structure (deck/garage) that is available for public or private use, but that is not accessory to another use.

**Personal Services:** Cosmetic services such as hair and nail salons, barber shops, clothing alterations, shoe repair, weight loss centers and non-permanent makeup services (excluding Tattoo Parlors).

**Post Office:** Establishments conducting operations of the National Postal Service.

**Professional Services:** Services provided that make available the knowledge and skills of their employees to sell expertise and perform professional, scientific, and technical services to others such as legal services;

## DOWNTOWN CODE

### Spartanburg, SC

accounting, tax, bookkeeping, and payroll services; architectural, engineering, and related services; graphic, industrial, and interior design services; consulting services; research and development services; advertising, media, and photography services; real estate services; investment banking, securities, brokerages; and insurance-related services; and, medical services such as physician's and dentist's offices.

**Public Safety Facility:** A facility operated by a public agency including fire stations, other fire prevention and fire fighting facilities, police and sheriff substations and headquarters, including incarceration facilities.

**Recreation Facilities, Indoor:** Uses or structures for active recreation including gymnasiums, natatoriums, athletic equipment, indoor running tracks, climbing facilities, court facilities and their customary accessory uses. This definition is inclusive of both non-profit and for-profit operations.

**Recreation Facilities, Outdoor:** Parks and other open space used for active or passive recreation such as ball fields, playgrounds, greenway trails, and tennis courts, and their customary accessory uses including, but not limited to, maintenance sheds, clubhouses (with or without food service), pools, restrooms, and picnic shelters. This definition is inclusive of both non-profit and for-profit operations.

**Religious Institution:** Any facility such as a church, temple, monastery, synagogues, or mosque used for worship by a non-profit organization and their customary related uses for education (pre-schools, religious education, etc.), recreation (rectory, parsonage), and accessory uses such as, soup kitchens, and bookstores.

**Research and Development (R&D):** A facility for scientific research, and the design, development, and testing of electrical, electronic, magnetic, optical and computer and telecommunications components in advance of product manufacturing, and the assembly of related products from parts produced off-site, where the manufacturing activity is secondary to the research and development activities. Includes pharmaceutical, chemical, and biotechnology research and development.

**Restaurant:** A retail business selling ready-to-eat food and/or beverages for on or off-premise consumption. Customers may be served from an ordering counter (i.e. cafeteria or limited service restaurant); at their tables (full-service restaurant); and, at exclusively pedestrian-oriented facilities that serve from a walk-up ordering counter (snack and/or nonalcoholic bars).

**Rooming or Boarding House:** Short or long-term accommodations that serve a specific groups or membership such as a dormitory, fraternity or sorority house, youth or adult hostel or similar tourist accommodations, or single room occupancy units that provide a number of related services including, but not limited to housekeeping, meals, and laundry services.

**School, Elementary & Secondary:** A public or private institution for education or learning including athletic or recreational facilities, which does not include lodging. This institution includes any school licensed by the state and that meets the state requirements for elementary and secondary education.

**School, Vocational/Technical:** A public or private institution for education or learning including athletic or recreational facilities, which does not include lodging. These schools offer vocational and technical training in a variety of technical subjects and trades. Training may lead to job-specific certification.

**Sexual Oriented Business:** An adult arcade, adult bookstore, adult novelty store, adult cabaret, adult motel, or adult motion picture theater as defined Section 511.5 of the Zoning Ordinance.

**Shopping – Neighborhood Center (30,000 sf – 100,000 sf):** Sizes vary from 30,000 to 150,000 square feet on sites ranging from 3 to 15 acres, and have a 3-mile primary trade area radius. Typically serves immediate neighborhood with convenience shopping. Often anchored by a supermarket or drugstore.

**Shopping Center – Community Center (Greater than 100,000 sf):** Usually configured as a strip center though more recent forms are characterized by the ULI as Lifestyle Centers. Sizes vary from 100,000 to 350,000 square feet on sites ranging in size from 10 to 40 acres and have a 3- to 6-mile primary trade area radius. Serves a wider market than neighborhood and also offers wider range of goods, especially apparel goods. Anchors include supermarkets, super drug stores, and discount department stores. Some centers may also contain off-price retail stores selling toys, electronics, sporting goods, and home improvement and furnishings.

**Storage – Outdoor Storage Yard:** The open storage of various materials outside of a structure other than fencing, as a principal use.

**Storage – Warehouse, Indoor Storage:** Facilities for the storage of furniture, household goods, or other commercial goods of any nature. Includes cold storage. Does not include warehouse, storage, or mini-storage

## DOWNTOWN CODE

### Spartanburg, SC

facilities offered for rent or lease to the general public; warehouse facilities primarily used for wholesaling and distribution; or terminal facilities for handling freight.

**Studio – Art, Dance, Martial Arts, Music, etc.:** Small facilities, typically accommodating one group of students at a time, in no more than one instructional space. These establishments may include: individual and group instruction and training in the arts; production rehearsal photography, and the processing of photographs produced only by users of the studio facilities; martial arts training studios; gymnastics, yoga, and similar instruction; and aerobics and gymnastics studios with no other fitness facilities or equipment.

**Theater, Movie:** A specialized theater for showing movies or motion pictures on a projection screen. This category also includes cineplexes and megaplexes, complex structures with multiple movie theaters, each theater capable of an independent performance.

**Theater, Live Performance:** Includes concert halls and other structures with fixed seats arranged on a sloped or stepped floor; may seat 300 to 3,000 people.

**Transit Station – Passenger:** Facilities for ground passenger transit systems using multiple modes of transport over regular routes and on regular schedules within the city or that operated over long distances between metropolitan areas.

**Utilities:** Publicly or privately owned facilities or systems for the distribution of gas, electricity, steam, or water, the collection and disposal of sewage or refuse; the transmission of communications; of similar functions necessary for the provision of public services. Radio transmission facilities for use by ham radio operators or two-way radio facilities for business or governmental communications shall be deemed accessory uses and not utilities, provided no transmitter or antenna tower exceed 180 ft in height. Utilities are divided into 3 classes:

- Class 1 Transmission lines (above and below ground) including electrical, natural, gas, and water distribution lines; pumping stations, lift stations, and telephone switching facilities (up to 200 sq. ft).
- Class 2 Elevated water storage tanks; package treatment plants, telephone switching facilities (over 200 sq. ft), substations, or other similar facilities in connection with telephone, electric, steam, and water facilities.
- Class 3 Generation, production, or treatment facilities such as power plants, water and sewage plants, and landfills.

**Vehicle/Heavy Equipment Rental/Sales:**

Establishments which may have showrooms or open lots for selling or renting vehicles or heavy equipment. May include car dealers for compact automobiles and light trucks, bus, truck, mobile homes, bicycle, motorcycle, ATV, or boat and marine craft dealers.

**Vehicle Services – Major Repair/Body Work:** The repair, servicing, alteration, restoration, towing painting, cleaning, or finishing of automobiles, trucks, recreational vehicles, boats and other vehicles as a primary use, including the incidental wholesale and retail sale of vehicle parts as an accessory use. This includes Major Repair and Body work which encompasses towing, collision repair, other body work and painting services, and tire recapping.

**Vehicle Services – Minor Maintenance & Repair:** The repair, servicing, alteration, restoration, towing, painting, cleaning, or finishing of automobiles, trucks, recreational vehicles, boats and other vehicles as a primary use, including the incidental wholesale and retail sale of vehicle parts as an accessory use. Minor facilities providing limited repair and maintenance services. Examples include: car washes, attended and self-service; car stereo and alarm system installers; detailing services; muffler and radiator shops; quick-lube services; tire and battery sales and installation (not including recapping).

**Wholesaling and Distribution:** Establishments engaged in selling merchandise to retailers; to contractors, industrial, commercial, institutional, farm or professional business users; to other wholesalers; or acting as agents or brokers in buying merchandise for or selling merchandise to such persons or companies. Examples of these establishments include:

1. Agents, merchandise or commodity brokers, and commission merchants;
2. Assemblers, buyers and associations engaged in the cooperative marketing of farm products;
3. Merchant wholesalers;
4. Stores primarily selling electrical plumbing, heating, and air conditioning supplies and equipment.

**Wireless Telecommunication Facility:** Equipment constructed in accordance with Section 332(c)(7) of the Communications Act at a single location by a private business user, governmental user, or commercial wireless service provider to transmit, receive, or relay electromagnetic signals (including microwave). Such facility includes antennas or antenna arrays, wireless telecommunication towers, support structures,

## DOWNTOWN CODE

### *Spartanburg, SC*

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transmitters, receivers, base stations, combiners, amplifiers, repeaters, filters, or other electronic equipment; together with all associated cabling, wiring, equipment enclosures, and other improvements.

**Stealth:** Equipment that is unobtrusive in its appearance such as the co-location on existing tower facilities; and the placement of equipment on flagpoles, buildings, silos, water tanks, pole signs, lighting standards, steeples, billboards and electric transmission towers.

**Tower:** The construction of new free-standing facilities or facilities that extend more than 20 feet

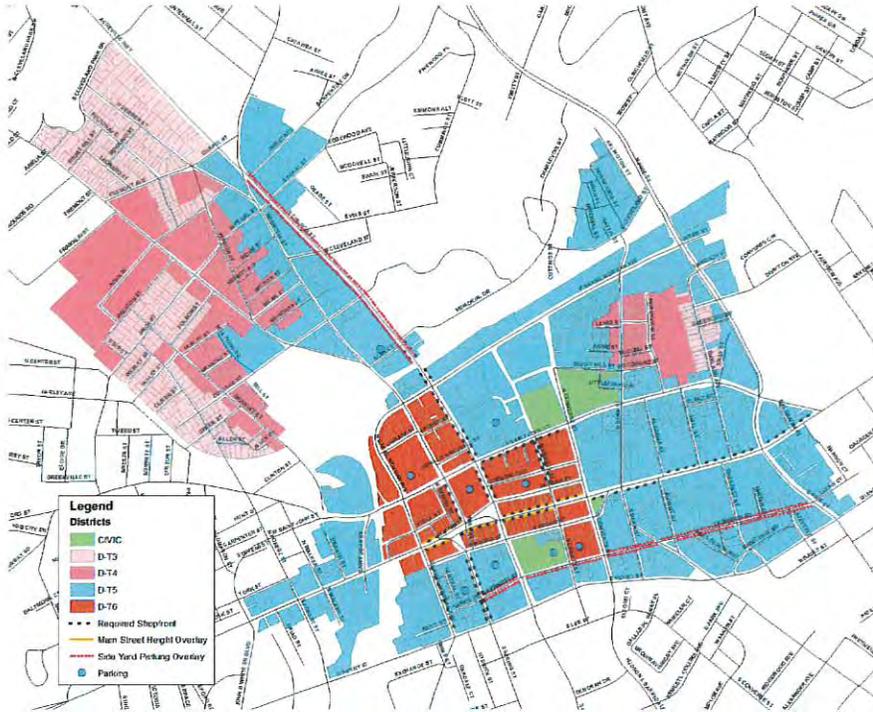
above the normal height of the building or structure on which they are placed. The following shall not be included in this definition:

- Amateur radio facilities with antennas mounted on supporting structures less than 100 feet in height;
- Residential antennas for receiving television or AM/FM radio broadcasts;
- Residential satellite dishes; or,
- Commercial or industrial satellite dishes that are less than 20 feet in height.

# DOWNTOWN CODE

## Spartanburg, SC

### APPENDIX A: DOWNTOWN REGULATING PLAN (FOR ILLUSTRATIVE PURPOSES ONLY)



## **DOWNTOWN CODE**

### ***Spartanburg, SC***

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#### **APPENDIX B**

#### **B.0 HISTORIC PRESERVATION STANDARDS [Reserved for use upon the establishment of a Local Historic District]**

The Secretary of the Interior's Standards for Rehabilitation shall be adhered to in renovating historic buildings. The following guidelines are intended to ensure compliance with these Standards. Applications for Certificates of Appropriateness must be issued by the Board of Architectural Design and Historic Review in accordance with Section 510 of the Zoning Ordinance.

#### **B.1 STOREFRONTS**

**B.1.1** Original storefronts must be maintained, repaired, and preserved with as little alteration as possible. Extensively deteriorated or missing elements must be replaced with parts based on surviving details or other evidence.

**B.1.2** When completely missing, a new facade will be designed which is compatible with the size, scale, materials, and color of similar structures, old records or photographs, intact portions of the building, or other design appropriate to the period.

**B.1.3** Decorative detail must be retained and restored whenever possible.

**B.2 DOORS:** The original doors of a building must be retained, repaired, and refinished, as needed, if possible. Replacement doors must be compatible with the historic character and design of the building.

**B.3 EXTERIOR WALL CLADDING:** During renovations in existing buildings brick, stone, or wood facades shall not be covered or replaced with artificial siding or panels, including decorative concrete masonry units. Fiber cement siding, such as the brand name "Hardiplank", may be used to replace wood clapboard siding.

#### **B.4 AWNINGS**

**B.4.1** Flat, metal awnings or other awnings that are inappropriately related to the character of the building shall not be permitted.

**B.4.2** The use of signage on upper facade awnings shall not be permitted.

#### **B.5 WINDOWS**

**B.5.1** Retain the original fenestration pattern (window opening proportions).

**B.5.2** If the original window openings have been altered, restore them to their original configuration and style, if known, or to something appropriate to the period.

**B.5.3** If the ceiling has been lowered pull the dropped ceiling back from the original window to allow light to enter.

**B.5.4** Do not block or fill window openings.

## **DOWNTOWN CODE**

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### ***Spartanburg, SC***

**B.5.5** Do not use shutters on the first floor except where clear evidence indicates their presence historically. If shutters are to be used, they must be functional unless the windows are fixed.

**B.5.6** Do not replace windows with tinted glazing on major facades.

**B.5.7** When possible, save and restore the original windows and frames. Replace missing or rotting parts with similar material.

#### **B.6 SIGNAGE**

**B.6.1** Signage shall be placed on the sign board or on the space above the storefront lintels.

**B.6.2** Lettering style, materials, and colors must complement the building.

**B.6.3** Nationally distributed signs not compatible with the style and character of the building and with the sign board space shall not be allowed.

#### **B.7 EXTERIOR TREATMENT**

**B.7.1** If brick, stone, or decorative concrete masonry unit surfaces are unpainted they shall be left that way unless painting is approved. If they are painted repaint with an appropriate color.

**B.7.2** Avoid sandblasting and other abrasive cleaning methods, unless all alternatives have failed.

**B.7.3** Masonry repair shall use an approved mortar mix that matches the compressive strength, color, and texture of the original.

**B.7.4** Do not use waterproof coatings that do not breathe.

***Spartanburg City Planning Commission Meeting Minutes  
Thursday, April 19, 2018***

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

The City Planning Commission met in City Hall Council Chambers on Thursday, April 19, 2018 at 5:30 P.M. The following City Planning Commissioners attended this meeting: Jared Wilson, Howard Kinard, Dr. Phillip Stone, II, Bob Pitts, Mike Epps, and Wendell Cantrell. William “Luke” Quillen was absent. Representing the Planning Department were Natalia Rosario, Planner III.; Apoorva Kumar, Associate Planner, and Julie Roland, Administrative Assistant. Chris Story, Assistant City Manager was also present.

***Roll Call***

Mr. Wilson, 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.

Mr. Wilson noted that six Planning Commissioners were present, constituting a quorum; and he went over the rules and procedures for conducting a public hearing.

Mr. Stone moved approval of the Agenda for tonight’s meeting; and he was seconded by Mr. Kinard. The motion was unanimously approved by a vote of 6 to 0.

***Disposition of the Minutes from the March 15, 2018 meeting of the Spartanburg City Planning Commission.***

Mr. Cantrell moved the Minutes from the March 15, 2018 Meeting be approved as presented; and he was seconded by Mr. Epps. The minutes were unanimously approved by a vote of 6 to 0.

***Old Business – None.***

***New Business***

***Rezoning Request – TMS#7-12-08-085.00 located on 736 East Main Street, which was currently zoned LOD, Limited Office District to zone B-1, Neighborhood Shopping District in order to allow a retail business to occupy the first floor space, and allow more tenant opportunities, from Craig Jacobs, Agent & Member, on behalf of Chuck White, Member, 736 East Main, LLC, Property Owner.***

Ms. Natalia Rosario, Senior Planner came forward and was sworn, and she submitted the report the Planning Commissioners had previously received in their meeting packets, as well as the slides, and presentation, as well as the updates to the Downtown Code into evidence as Exhibit A. Some slides were shown of the property and surrounding area. Ms. Rosario said the petitioner was here to give his presentation to the Planning Commissioners.

Mr. Craig Jacobs, Agent and one of the Owners of the property came forward and was sworn. He said they purchased the property in 2011; and most of the bottom floor had been vacant ever since. They had an opportunity to lease out most of the bottom floor to a retailer, but could not do that without obtaining the rezoning. They had plenty of parking and also across the street was part of this project where there was also parking available.

**Board Questions:**

- Mr. Kinard asked if the second floor was already rented out.
- Mr. Jacobs said most of the second floor was rented; and they had a call center in there, a private personal therapist, a Mary Kay Cosmetics. On the first floor they only had a CPA and a small space, but nothing else. He said the building used to be a bank, and it also had a drive-thru.
- Dr. Stone asked if he could tell them the nature of the retail they were wanting to occupy the first floor.
- Mr. Jacobs said they did not want it to be disclosed yet, that it would not be a restaurant or a night club; that you could bring your wife and children there.

- Mr. Pitts asked about the square footage.
- Mr. Jacobs said the first floor was about 4700 square feet.

Ms. Rosario came forward again and showed more slides in order to better illustrate the request. She went over the analysis of required findings and report the Planning Commissioners had previously received in their meeting packets that included the following list of criteria for the Planning Commission to consider when reviewing a rezoning request and Staff's analysis of those criteria as follows:

1. *Consistency (or lack thereof) with the Comprehensive Plan* – The 2004 Comprehensive Plan calls for this area to continue transitioning to General Activity Center, which permits the zoning categories of LC, Limited Commercial; LOD, Limited Office District; B-1, Neighborhood Shopping; and B-3, General Commercial. The proposed zoning category is in accordance with the intent of the Comprehensive Plan for this portion of the E. Main Street Corridor.
2. *Compatibility with the present zoning and conforming uses of nearby property and with the character of the neighborhood* – Surrounding parcels to the East and West are zoned mostly LOD, with one zoned B-1 to the west (corner of Avant Street and E. Main Street). Their uses are all office or light retail, with residentially zoned and occupied homes to the North and South of East Main Street. The property does currently have a suitable bufferyard 3 feature to the north where an R-8, General Residential property is located (131 Oakwood Avenue).
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 is suitable for the uses permitted within the B-1, Neighborhood Shopping District. The required bufferyard 3 (for low intensity commercial to residential) in the rear is already in existence. The parking on the property is suitable for retail and light commercial uses.
4. *Marketability of the property affected by the amendment for uses permitted by the district applicable to the properties at the time of the proposed amendment* – The rezoning of the property to B-1 will permit the owner to lease the first floor spaces which are oriented towards E. Main Street to be leased out for commercial use. Currently, the property has been unable to lease office uses as the design and location of the units do not lend themselves well to private offices. The rezoning will make the property more marketable, and allow for an entire utilization of the property.
5. *Availability of sewer, water and storm water facilities generally suitable and adequate for the proposed use* – Both water and sanitary sewer services are available to this site.

**Staff's Analysis & Recommendation:**

Staff is of the opinion that the proposed zone change from LOD, Limited Office District to B-1, Neighborhood Shopping Commercial will be a beneficial and appropriate use for the area. Therefore, Staff recommends approval of the proposed zone change from LOD to B-1.

Planning Commission Questions/Comments:

- Dr. Kinard asked would there need to be any modifications made to the building.
- Ms. Rosario said no.
- Mr. Wilson asked had there been any public comments made.
- Ms. Rosario said there had not been any.
- Mr. Kinard asked had there been any communication from the R-8 neighborhood.
- Ms. Rosario said there had not been any; and they had sent out certified and regular mail letters.

Mr. Wilson opened the public hearing and asked anyone present who wished to speak in favor of the request to come forward. No one came forward. Mr. Wilson asked if there was anyone to speak in opposition to the request, or who had any questions, to come forward. No one came forward. Mr. Wilson closed the public hearing.

Board Deliberation:

- Mr. Cantrell said the building had been vacant and in disrepair for a number of years, and the current owners had done a real good job in trying to improve it; and he felt it would be a good thing.
- Mr. Wilson thought it was pretty straight forward; and he agreed with Mr. Cantrell.
- Dr. Stone agreed.
- Mr. Kinard agreed.

Mr. Wilson moved to approve the request as presented; and he was seconded by Mr. Pitts. The motion was unanimously approved by a vote of 6 to 0.

Mr. Wilson said the request would go for another Public Hearing and First Reading before the Mayor and City Council on May 14, 2018; and if approved, for a Second/Final Reading on Tuesday, May 29, 2018.

**Text Amendment Change to Zoning Ordinance to Amend Section 515, Downtown Urban Code, regarding Proposed Edits.**

Ms. Rosario came forward and explained Section 515 of the Zoning Ordinance was regarding the Downtown Urban Code. The reason they were making some changes was in order to give the Board Members a more concise and specific direction on what they could and could not do; and what they should be considering as they reviewed their business cases other than just the architecture. She went over and explained in detail the main things that would be further addressed found in Section 515.1 Purpose and Intent, and Sub-Section A-E that were currently listed in red in the Code were connectivity, housing, mix use infill and redevelopment, urban downtown and putting people first. Ms. Rosario also explained in the past the Design Review Board had only reviewed certain types of cases; and now they would review any and everything that had to do with the Downtown Code area. She also went over in detail and explained the rest of the Sections of the current Downtown Code that were also proposed to be changed that were also depicted in red.

Board Questions:

- Dr. Stone asked Ms. Rosario if she thought they had enough staff to accommodate all of the requests they would probably be receiving regarding these changes.
- Ms. Rosario said they had just hired a new Associate Planner, and also Mr. Craig Lewis with Stantec had been consulting for a while with the City regarding Design Review Board Cases.

Mr. Wilson opened the public hearing and asked if anyone was present to speak in favor of the changes to come forward. No one came forward. Mr. Wilson asked if anyone was present to speak in opposition to the changes, or if they just wanted to ask questions to come forward. No one came forward. Mr. Wilson closed the public hearing.

Board Deliberation:

- Dr. Stone said this gave the Design Review Board more clarity and authority.
- Mr. Wilson felt it could only be a good thing.

Mr. Wilson moved approval of the changes as presented; and he was seconded by Dr. Stone. The motion was unanimously approved by a vote of 6 to 0.

**Site and Landscape Plans Approved (information purposes only) since the March 15, 2018 Council Meeting.**

- Cook Out – 1620 John B. White, Sr. Blvd.

**City Council Updates (FYI) Since Last Mtg. of Planning Commission on March 15, 2018 Meeting.**

Ms. Rosario went over the updates that were listed on the Agenda.

**Staff Announcements**

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- Ms. Rosario welcomed and introduced to the Planning Commissioners her new Associate Planner, Apoorva Kumar.

- Ms. Roland said she had handed everyone that needed one a list of all of the remaining Continued Education Training classes that would be held this year.
- Ms. Rosario said there would be more existing conference happening in the fall that would be several days with Regional Planners coming in.

The meeting adjourned at 6:05 P.M.

Respectfully Submitted

---

Jared Wilson, Chair

+Minutes by Julie Roland, Administrative Assistant





## MEMORANDUM

**TO:** Spartanburg City Council  
**FROM:** Chris Story, Assistant City Manager  
**SUBJECT:** Recommended Fiscal Year 2018-2019 Budget  
**DATE:** May 10, 2018

Attached you will find your staff's recommended budget for Fiscal Year 2018-2019 which begins July 1, 2018. This recommended plan is intended as a starting point for Council's consideration of any proposed amendments. The budget is balanced and it incorporates no changes to property tax or fee rates nor does it contain any major programmatic changes.

Our top expenditure priority remains the city's workforce, ensuring they are compensated fairly, provided appropriate benefits, and provided the tools and equipment necessary to carry out their important tasks. The budget includes a 3% compensation adjustment and it passes on no additional cost to employees for retirement benefits. Health insurance increases are fully funded in manner to ensure that on average employee out of pocket costs for medical benefits will not increase.

We continue our progress regarding equipment and technology. The equipment replacement schedule is fully funded. The budget includes significant funding \$212,000 for 800 MHz radios for the Police Department to ensure seamless cross-agency communication. Scheduled funding for all previously approved capital projects is included. As previously discussed, the budget includes new funding for a litter work crew.

Property tax revenue growth remains slow. We are relying heavily on growth in business license tax and hospitality tax which we are receiving due to a healthy level of business activity in the City.

We encourage your careful review of the enclosed document and welcome any questions you may have. Proposed balanced amendments can be initiated by City Council at any point in the budget consideration process. A public hearing and first reading are slated for the May 29<sup>th</sup> Council Meeting with second and final reading anticipated on June 11<sup>th</sup>.



**CITY OF SPARTANBURG, SC**

**DRAFT  
BUDGET**

**FY 2018 – 2019**

**FOR THE PERIOD OF:**

**JULY 1, 2018 – JUNE 30, 2019**

**Prepared by Budget**

**May 10, 2018**

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DRAFT



## MEMORANDUM

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**FROM:** Chris Story, Assistant City Manager

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City of Spartanburg, South Carolina  
FY 2018 - 2019 Operating Budget

**General Fund**  
**Summary of Revenues, and Expenditure Schedule**

<u>REVENUES</u>	<u>2015 - 2016</u> <u>ACTUAL</u>	<u>2016 - 2017</u> <u>ACTUAL</u>	<u>2017 - 2018</u> <u>ADOPTED</u>	<u>2017 - 2018</u> <u>PROJECTED</u>	<u>2018 - 2019</u> <u>PROPOSED</u>	<u>%</u> <u>Change</u>
Property Taxes	14,710,769	14,828,294	15,256,996	15,313,371	15,583,029	2%
Fees, Licenses, and Permits	14,752,846	16,381,419	15,704,996	15,833,740	16,538,163	5%
Fines and Forfeitures	623,483	338,617	383,000	368,000	377,500	-1%
Intergovernmental Revenues	3,132,659	3,106,691	3,021,437	3,178,456	3,151,621	4%
Charges for Services	1,913,946	1,901,802	1,896,735	1,857,005	1,869,348	-1%
Other Revenues	137,658	202,036	140,025	159,027	148,350	6%
Transfers In	2,079,663	2,435,854	2,694,517	2,694,517	3,151,434	17%
<b>TOTAL REVENUE</b>	<b><u>\$37,351,024</u></b>	<b><u>\$39,194,713</u></b>	<b><u>\$39,097,706</u></b>	<b><u>\$ 39,404,116</u></b>	<b><u>\$ 40,819,445</u></b>	<b><u>4%</u></b>
 <b><u>EXPENDITURES</u></b>						
Policy and Management	4,767,883	4,585,223	4,994,654	4,846,071	4,960,951	-1%
Non-departmental	3,363,909	3,593,879	2,695,911	3,445,911	2,550,218	-5%
Finance Department	1,831,526	2,663,667	2,162,347	2,033,799	2,069,317	-4%
Development Services	2,801,175	3,002,981	3,554,753	2,922,457	3,722,465	5%
Police Department	10,136,318	11,121,325	11,048,603	11,144,602	11,896,243	8%
Fire Department	5,240,712	5,799,432	5,683,766	6,000,008	6,066,135	7%
Public Services	6,288,133	6,594,882	6,842,734	6,726,410	7,279,139	6%
Community Services	2,021,240	2,099,658	2,114,938	2,049,412	2,274,977	8%
<b>TOTAL EXPENDITURES</b>	<b><u>\$36,450,896</u></b>	<b><u>\$39,461,047</u></b>	<b><u>\$39,097,706</u></b>	<b><u>\$39,168,670</u></b>	<b><u>\$40,819,445</u></b>	<b><u>4%</u></b>
	<b>\$900,128</b>	<b>(\$266,334)</b>	<b>\$0</b>	<b>\$235,446</b>	<b>\$0</b>	

City of Spartanburg, South Carolina  
FY 2018 - 2019 Operating Budget

**General Fund**  
**Summary of Revenues, and Expenditure Schedule**

Trend Analysis

<b>REVENUES</b>	<b>2015 - 2016</b>		<b>2016 - 2017</b>		<b>2017 - 2018</b>		<b>2018 - 2019</b>	
	<b>ACTUAL</b>	<b>%</b>	<b>ACTUAL</b>	<b>%</b>	<b>ADOPTED</b>	<b>%</b>	<b>PROPOSED</b>	<b>%</b>
Property Taxes	14,710,769	39%	14,828,294	38%	15,256,996	39%	15,583,029	38%
Fees, Licenses, and Permits	14,752,846	39%	16,381,419	42%	15,704,996	40%	16,538,163	41%
Fines and Forfeitures	623,483	2%	338,617	1%	383,000	1%	377,500	1%
Intergovernmental Revenues	3,132,659	8%	3,106,691	8%	3,021,437	8%	3,151,621	8%
Charges for Services	1,913,946	5%	1,901,802	5%	1,896,735	5%	1,869,348	5%
Other Revenues	137,658	0%	202,036	1%	140,025	0%	148,350	0%
Transfers In	2,079,663	6%	2,435,854	6%	2,694,517	7%	3,151,434	8%
<b>TOTAL REVENUE</b>	<b>\$ 37,351,024</b>	<b>100%</b>	<b>\$ 39,194,713</b>	<b>100%</b>	<b>\$ 39,097,706</b>	<b>100%</b>	<b>\$ 40,819,445</b>	<b>100%</b>
<b>EXPENDITURES</b>								
Policy and Management	8,131,792	22%	8,179,102	21%	7,690,565	20%	7,511,169	18%
Finance & Administrative Services	1,831,526	5%	2,663,667	7%	2,162,347	6%	2,069,317	5%
Development Services	2,801,175	8%	3,002,981	8%	3,554,753	9%	3,722,465	9%
Police Department	10,136,318	28%	11,121,325	28%	11,048,603	28%	11,896,243	29%
Fire Department	5,240,712	14%	5,799,432	15%	5,683,766	15%	6,066,135	15%
Public Services	6,288,133	17%	6,594,882	17%	6,842,734	18%	7,279,139	18%
Community Services	2,021,240	6%	2,099,658	5%	2,114,938	5%	2,274,977	6%
<b>TOTAL EXPENDITURES</b>	<b>\$ 36,450,896</b>	<b>100%</b>	<b>\$ 39,461,047</b>	<b>100%</b>	<b>\$ 39,097,706</b>	<b>100%</b>	<b>\$ 40,819,445</b>	<b>100%</b>
	<b>900,128</b>		<b>(266,334)</b>		<b>-</b>		<b>-</b>	

**EXPENDITURE CATEGORY**

Personnel Services	\$22,714,705	62%	\$24,493,338	62%	\$24,849,729	64%	\$26,007,730	64%
Operating Expenditures	9,992,752	27%	10,974,638	28%	10,449,231	27%	11,036,910	27%
Capital Outlay	1,300,816	4%	1,364,791	3%	1,338,085	3%	1,494,412	4%
Other Financing Uses	2,442,623	7%	2,628,280	7%	2,460,661	6%	2,280,393	6%
<b>TOTAL EXPENDITURES</b>	<b>\$36,450,896</b>	<b>100%</b>	<b>\$39,461,047</b>	<b>100%</b>	<b>\$ 39,097,706</b>	<b>100%</b>	<b>\$ 40,819,445</b>	<b>100%</b>

**General Fund**  
**Detailed Revenue Schedule**

<b>REVENUES</b>	<b>2015 - 2016</b>	<b>2016 - 2017</b>	<b>2017 - 2018</b>	<b>2017 - 2018</b>	<b>2018 - 2019</b>
	<b><u>ACTUAL</u></b>	<b><u>ACTUAL</u></b>	<b><u>ADOPTED</u></b>	<b><u>PROJECTED</u></b>	<b><u>PROPOSED</u></b>
<b>Taxes:</b>					
Real Estate - Current	\$12,775,255	\$12,855,361	\$13,292,175	\$13,327,550	\$13,534,512
Real Estate - Delinquent	579,001	552,064	550,000	560,000	570,000
Vehicle	1,356,512	1,420,869	1,414,821	1,425,821	1,478,517
<b>Total Taxes</b>	<u>14,710,769</u>	<u>14,828,294</u>	<u>15,256,996</u>	<u>15,313,371</u>	<u>15,583,029</u>
<b>Fees, Licenses, and Permits:</b>					
Business Licenses	5,899,961	7,109,417	6,800,000	6,900,000	7,068,519
Utility Franchise Fee	3,408,695	3,391,039	3,547,796	3,547,796	3,606,444
Communication Franchise Fee	57,831	57,831	1,000	1,000	1,000
Insurance Franchise Fee	4,310,403	4,881,608	4,400,000	4,500,000	4,900,000
Telecommunication Franchise Fee	253,394	223,048	290,000	234,744	240,000
Taxi & Chauffeur License	1,125	1,050	1,200	1,200	1,200
Animal License Fees and Penalties	3,356	2,524	3,000	3,000	3,000
Building Permits	527,233	446,221	400,000	420,000	450,000
Plan Review Fee	181,760	103,094	115,000	105,000	115,000
Electrical Permits	29,794	65,604	40,000	45,000	50,000
Plumbing Permits	25,762	33,518	33,000	33,000	33,000
HVAC Permits	29,539	40,654	45,000	42,000	44,000
Street Cut Permits	1,360	880	2,000	1,000	1,000
Inspections-Miscellaneous	22,632	24,931	27,000	0	25,000
<b>Total Fees, Licenses, and Permits</b>	<u>14,752,846</u>	<u>16,381,419</u>	<u>15,704,996</u>	<u>15,833,740</u>	<u>16,538,163</u>
<b>Fines and Forfeitures:</b>					
Criminal Fines	145,188	95,917	113,000	91,000	106,500
Traffic Fines	457,390	221,350	250,000	250,000	250,000
Parking Tickets	20,905	21,350	20,000	27,000	21,000
<b>Total Fines and Forfeitures</b>	<u>623,483</u>	<u>338,617</u>	<u>383,000</u>	<u>368,000</u>	<u>377,500</u>

<b>REVENUES</b>	<b>2015 - 2016 ACTUAL</b>	<b>2016 - 2017 ACTUAL</b>	<b>2017 - 2018 ADOPTED</b>	<b>2017 - 2018 PROJECTED</b>	<b>2018 - 2019 PROPOSED</b>
<b>Intergovernmental Revenues:</b>					
Local Government Funds	798,466	838,273	798,466	836,020	836,020
General Government Funds	264,238	257,587	235,900	427,176	311,875
Accommodations Tax	35,325	38,289	38,875	38,875	39,550
Inventory Tax	694,796	694,796	694,796	694,796	694,796
Heavy Equip. Rental Fees	-	26,835	-	33,214	34,000
Manufacturing Tax Reimbursement	6,380	6,337	6,400	6,400	6,380
Sunday Alcohol Sales	73,000	84,500	72,000	75,000	108,000
Water System Payments	1,000,000	1,000,000	1,000,000	1,000,000	1,021,000
GL & WC Insurance Recoveries	258,902	160,073	175,000	66,975	100,000
<b>Total Intergovernmental Revenues</b>	<b>3,131,107</b>	<b>3,106,691</b>	<b>3,021,437</b>	<b>3,178,456</b>	<b>3,151,621</b>
<b>Charges for Services:</b>					
District 6 & 7 School Guards	\$216,044	\$185,330	\$176,000	\$ 180,000	\$190,000
District 6 & 7 School Security	129,902	138,455	157,787	129,000	133,300
Public Safety Protection Service	43,157	51,871	45,200	45,000	45,000
Sanitation Service Charges	1,377,410	1,388,918	1,374,748	1,376,752	1,376,048
Fleet Charges	58,033	64,124	60,000	60,000	60,000
Miscellaneous Recreation Fees	89,400	73,103	83,000	66,253	65,000
<b>Total Charges for Services</b>	<b>1,913,946</b>	<b>1,901,802</b>	<b>1,896,735</b>	<b>1,857,005</b>	<b>1,869,348</b>
<b>Other Revenues</b>					
Cultural Recreation	27,500	13,750	27,500	13,750	13,750
Interest	30,996	51,130	20,000	47,346	50,000
Miscellaneous	79,713	134,156	90,525	95,931	82,600
Rents	1,000	3,000	2,000	2,000	2,000
<b>Total Other Revenues</b>	<b>139,209</b>	<b>202,036</b>	<b>140,025</b>	<b>159,027</b>	<b>148,350</b>
<b>Sub Total</b>	<b>35,271,361</b>	<b>36,758,859</b>	<b>36,403,189</b>	<b>36,709,599</b>	<b>37,668,011</b>
<b>Other Financing Sources</b>					
Fund Balance Appropriation	-	-	-	-	-
Transfer In / Hospitality Tax Fund	1,555,629	1,802,486	2,156,941	2,156,941	2,611,842
Transfer In / SPFC Fund	-	104,794	-	-	-
Transfer In / Storm Water Utility Fund	125,000	125,000	125,000	125,000	125,000
Transfer In / Broad Street TIF Fund	354,420	356,800	356,800	356,800	356,800
Transfer In / MCIP Fund	44,614	46,774	55,776	55,776	57,792
<b>Total Other Financing Sources</b>	<b>2,079,663</b>	<b>2,435,854</b>	<b>2,694,517</b>	<b>2,694,517</b>	<b>3,151,434</b>
<b>GENERAL FUND TOTAL REVENUE</b>	<b>\$37,351,024</b>	<b>\$39,194,713</b>	<b>\$39,097,706</b>	<b>\$ 39,404,116</b>	<b>\$40,819,445</b>

**City of Spartanburg, SC  
Fiscal Year 2018 - 2019  
General Fund Operating Budget**

	<b>2015-2016 <u>ACTUAL</u></b>	<b>2016-2017 <u>ACTUAL</u></b>	<b>2017-2018 <u>ADOPTED</u></b>	<b>2017-2018 <u>PROJECTED</u></b>	<b>2018-2019 <u>ADOPTED</u></b>
<b><u>Policy and Management</u></b>					
Mayor and Council	190,903	186,600	234,316	162,017	240,104
Boards and Commissions	2,400	1,850	2,909	1,850	-
City Attorney	332,493	401,283	385,623	340,035	403,326
Municipal Court	449,274	474,454	506,071	480,007	492,237
City Manager's Office	454,017	486,968	467,521	468,930	478,539
Non-Departmental	3,363,909	3,593,879	2,695,911	3,445,911	2,550,218
Communications & Marketing	327,240	308,762	300,902	185,489	303,646
Information Technology	1,602,441	1,551,868	1,881,682	1,834,371	1,964,790
Human Resources	357,680	356,248	403,774	357,638	365,311
Employee Development	174,083	170,449	167,559	152,348	81,559
Worker's Compensation	877,352	646,741	644,297	863,386	631,439
	<u>\$8,131,792</u>	<u>\$8,179,102</u>	<u>\$7,690,565</u>	<u>\$8,291,982</u>	<u>\$7,511,169</u>
<b><u>Finance &amp; Administrative Services</u></b>					
Risk Management	753,106	1,269,772	749,889	725,571	710,724
Finance	770,668	755,972	843,109	798,939	875,601
Procurement and Property Management	171,709	215,528	213,739	212,765	219,865
Business License Code Enforcement	136,043	422,395	355,610	296,524	263,127
	<u>\$1,831,526</u>	<u>\$2,663,667</u>	<u>\$2,162,347</u>	<u>\$2,033,799</u>	<u>\$2,069,317</u>
<b><u>Development Services</u></b>					
Economic Development	259,097	312,104	362,145	154,210	370,069
Neighborhood Services	-	-	228,556	218,992	215,899
Property Maintenance Inspections	208,388	219,629	290,998	220,644	294,528
City Engineering	178,294	152,443	204,396	105,432	210,682
Planning Department	140,830	174,988	309,297	198,756	323,189
Inspections	684,832	697,365	669,325	621,887	688,279
Parking Enforcement	98,038	103,389	147,881	96,607	143,313
Construction Management	158,992	178,104	173,664	162,559	178,468
Building Maintenance	1,072,704	1,164,959	1,168,491	1,143,370	1,298,038
	<u>\$2,801,175</u>	<u>\$3,002,981</u>	<u>\$3,554,753</u>	<u>\$2,922,457</u>	<u>\$3,722,465</u>

	<b><u>2015-2016</u></b> <b><u>ACTUAL</u></b>	<b><u>2016-2017</u></b> <b><u>ACTUAL</u></b>	<b><u>2017-2018</u></b> <b><u>ADOPTED</u></b>	<b><u>2017-2018</u></b> <b><u>PROJECTED</u></b>	<b><u>2018-2019</u></b> <b><u>ADOPTED</u></b>
<b><u>Police Department</u></b>					
Police Chief's Office	753,905	878,790	838,037	872,433	1,102,559
Technical and Support	698,294	697,718	756,387	647,987	792,791
Detention and Transport	32,756	55,341	71,201	29,472	56,201
Records	488,964	503,445	460,243	431,385	499,805
Animal Control	208,897	217,502	227,576	204,245	244,024
Law Enforcement Administration	297,483	311,018	397,599	329,577	361,578
Patrol	5,150,024	5,630,908	5,510,511	5,874,770	5,930,114
Criminal Investigations	1,896,417	2,154,017	2,077,618	2,103,263	2,192,919
Crime Prevention	536,473	601,316	563,764	578,150	571,258
School Crossing Guards	73,105	71,270	145,667	73,320	144,994
	<u>\$10,136,318</u>	<u>\$11,121,325</u>	<u>\$11,048,603</u>	<u>\$11,144,602</u>	<u>\$11,896,243</u>
<b><u>Fire Department</u></b>					
Fire Administration	678,988	769,703	784,481	796,975	813,853
Fire Suppression	4,561,724	5,029,729	4,899,285	5,203,033	5,252,282
	<u>\$5,240,712</u>	<u>\$5,799,432</u>	<u>\$5,683,766</u>	<u>\$6,000,008</u>	<u>\$6,066,135</u>
<b><u>Public Services</u></b>					
Public Services Administration	65,841	66,043	167,275	57,271	178,561
Grounds Maintenance	2,061,746	1,688,328	1,437,274	1,369,829	1,493,924
Traffic Services	1,215,790	1,199,488	1,272,593	1,194,859	1,324,965
Street Maintenance	367,005	451,432	472,098	483,977	499,573
Fleet Maintenance	1,644,329	1,737,531	1,784,692	1,817,931	1,857,166
Solid Waste	933,422	1,452,060	1,708,802	1,802,543	1,924,950
	<u>\$6,288,133</u>	<u>\$6,594,882</u>	<u>\$6,842,734</u>	<u>\$6,726,410</u>	<u>\$7,279,139</u>
<b><u>Community Services</u></b>					
Community Relations	488,870	515,882	340,050	326,142	375,380
Parks & Recreation Administration	350,743	358,076	389,593	350,402	416,649
Special Events	180,693	172,810	172,021	176,536	177,759
Recreation Centers	414,193	426,182	493,231	496,188	527,754
Parks	307,436	338,521	404,523	383,542	454,834
Aquatics	154,567	133,665	124,555	119,190	129,682
Athletics	124,738	154,522	190,965	197,412	192,919
	<u>\$2,021,240</u>	<u>\$2,099,658</u>	<u>\$2,114,938</u>	<u>\$2,049,412</u>	<u>\$2,274,977</u>
<b>TOTAL GENERAL FUND</b>	<b><u>\$36,450,896</u></b>	<b><u>\$39,461,047</u></b>	<b><u>\$39,097,706</u></b>	<b><u>\$39,168,670</u></b>	<b><u>\$40,819,445</u></b>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>MAYOR &amp; COUNCIL - 1101</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$118,153	\$138,068	\$152,533	\$108,145	\$158,321
Operating Expenditures	72,750	48,532	81,783	53,872	81,783
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$190,903</u>	<u>\$186,600</u>	<u>\$234,316</u>	<u>\$162,017</u>	<u>\$240,104</u>

**BOARDS AND COMMISSIONS**  
**- 1102**

<b>Expenditure Category</b>					
Personnel Services	\$0	\$0	\$0	\$0	\$0
Operating Expenditures	2,400	1,850	2,909	1,850	-
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$2,400</u>	<u>\$1,850</u>	<u>\$2,909</u>	<u>\$1,850</u>	<u>\$0</u>

**CITY ATTORNEY - 1201**

<b>Expenditure Category</b>					
Personnel Services	\$219,947	\$232,117	\$227,596	\$151,440	\$245,299
Operating Expenditures	112,546	169,166	158,027	188,595	158,027
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$332,493</u>	<u>\$401,283</u>	<u>\$385,623</u>	<u>\$340,035</u>	<u>\$403,326</u>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>MUNICIPAL COURT - 1202</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$374,837	\$400,469	\$399,421	\$405,439	\$411,252
Operating Expenditures	74,437	73,985	106,650	74,568	80,985
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$449,274</u>	<u>\$474,454</u>	<u>\$506,071</u>	<u>\$480,007</u>	<u>\$492,237</u>

**CITY MANAGER - 1301**

<b>Expenditure Category</b>					
Personnel Services	\$409,066	\$424,267	\$425,171	\$432,906	\$436,189
Operating Expenditures	44,951	62,701	42,350	36,024	42,350
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$454,017</u>	<u>\$486,968</u>	<u>\$467,521</u>	<u>\$468,930</u>	<u>\$478,539</u>

**NON-DEPARTMENTAL - 8101**

<b>Expenditure Category</b>					
Personnel Services	\$0	\$0	\$0	\$0	\$0
Operating Expenditures	966,805	1,007,354	235,250	1,104,875	282,650
Capital Outlay	-	-	-	-	-
Other Financing Uses	2,397,104	2,586,525	2,460,661	2,341,036	2,267,568
Total	<u>\$3,363,909</u>	<u>\$3,593,879</u>	<u>\$2,695,911</u>	<u>\$3,445,911</u>	<u>\$2,550,218</u>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>COMMUNICATIONS &amp; MARKETING - 1401</b>	<b>2015-2016 ACTUAL</b>	<b>2016-2017 ACTUAL</b>	<b>2017-2018 ADOPTED</b>	<b>2018-2019 PROJECTED</b>	<b>2018-2019 PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$231,319	\$200,099	\$211,544	\$151,348	\$234,646
Operating Expenditures	95,921	108,663	89,358	34,141	69,000
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	\$327,240	\$308,762	\$300,902	\$185,489	\$303,646

**INFORMATION TECHNOLOGY**  
**- 4301**

<b>Expenditure Category</b>					
Personnel Services	\$446,825	\$451,860	\$463,566	\$472,063	\$481,174
Operating Expenditures	1,061,474	1,012,883	1,310,599	1,254,791	1,376,099
Capital Outlay	94,142	87,125	107,517	107,517	107,517
Other Financing Uses	-	-	-	-	-
Total	\$1,602,441	\$1,551,868	\$1,881,682	\$1,834,371	\$1,964,790

<b>HUMAN RESOURCES - 4401</b>	<b>2015-2016 ACTUAL</b>	<b>2016-2017 ACTUAL</b>	<b>2017-2018 ADOPTED</b>	<b>2018-2019 PROJECTED</b>	<b>2018-2019 PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$245,711	\$248,252	\$315,491	\$259,137	\$266,528
Operating Expenditures	110,750	106,777	87,064	97,282	97,564
Capital Outlay	1,219	1,219	1,219	1,219	1,219
Other Financing Uses	-	-	-	-	-
Total	\$357,680	\$356,248	\$403,774	\$357,638	\$365,311

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>EMPLOYEE DEVELOPMENT</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
<b>- 4402</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$86,000	\$86,000	\$86,000	\$86,000	\$0
Operating Expenditures	88,083	84,449	81,559	66,348	81,559
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$174,083</b>	<b>\$170,449</b>	<b>\$167,559</b>	<b>\$152,348</b>	<b>\$81,559</b>

<b>WORKER'S COMPENSATION</b>					
<b>- 4403</b>					
<b>Expenditure Category</b>					
Personnel Services	\$75,794	\$80,794	\$80,085	\$89,771	\$89,079
Operating Expenditures	801,558	565,947	564,212	773,615	542,360
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$877,352</b>	<b>\$646,741</b>	<b>\$644,297</b>	<b>\$863,386</b>	<b>\$631,439</b>

<b>RISK MANAGEMENT - 1601</b>					
<b>Expenditure Category</b>					
Personnel Services	\$0	\$0	\$0	\$0	\$0
Operating Expenditures	753,106	1,269,772	749,889	725,571	710,724
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$753,106</b>	<b>\$1,269,772</b>	<b>\$749,889</b>	<b>\$725,571</b>	<b>\$710,724</b>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>FINANCE - 1602</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$603,666	\$624,378	\$665,625	\$627,598	\$698,117
Operating Expenditures	165,831	130,423	176,313	170,170	176,313
Capital Outlay	1,171	1,171	1,171	1,171	1,171
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$770,668</b>	<b>\$755,972</b>	<b>\$843,109</b>	<b>\$798,939</b>	<b>\$875,601</b>

**PROCUREMENT & PROPERTY**  
**MANAGEMENT - 1604**

<b>Expenditure Category</b>					
Personnel Services	\$150,761	\$161,059	\$160,127	\$161,899	\$166,253
Operating Expenditures	16,956	50,162	49,305	46,559	49,305
Capital Outlay	3,992	4,307	4,307	4,307	4,307
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$171,709</b>	<b>\$215,528</b>	<b>\$213,739</b>	<b>\$212,765</b>	<b>\$219,865</b>

**BUSINESS LICENSE**  
**ENFORCEMENT - 1611**

	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$127,858	\$175,836	\$193,671	\$196,741	\$201,188
Operating Expenditures	4,916	243,290	158,670	96,514	58,670
Capital Outlay	3,269	3,269	3,269	3,269	3,269
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$136,043</b>	<b>\$422,395</b>	<b>\$355,610</b>	<b>\$296,524</b>	<b>\$263,127</b>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>ECONOMIC DEVELOPMENT</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
<b>- 1802</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$109,402	\$121,292	\$209,530	\$105,317	\$217,454
Operating Expenditures	149,695	190,812	152,615	48,893	152,615
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$259,097</u>	<u>\$312,104</u>	<u>\$362,145</u>	<u>\$154,210</u>	<u>\$370,069</u>

**NEIGHBORHOOD SERVICES - 1803**

<b>Expenditure Category</b>					
Personnel Services	\$0	\$0	\$195,606	\$188,090	\$202,949
Operating Expenditures	-	-	12,950	10,860	12,950
Capital Outlay	-	-	20,000	20,042	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$0</u>	<u>\$0</u>	<u>\$228,556</u>	<u>\$218,992</u>	<u>\$215,899</u>

**PROPERTY MAINTENANCE**

**INSPECTIONS - 1804**

<b>Expenditure Category</b>					
Personnel Services	\$171,962	\$175,477	\$206,638	\$153,415	\$210,168
Operating Expenditures	33,647	41,095	81,303	64,172	81,303
Capital Outlay	2,779	3,057	3,057	3,057	3,057
Other Financing Uses	-	-	-	-	-
Total	<u>\$208,388</u>	<u>\$219,629</u>	<u>\$290,998</u>	<u>\$220,644</u>	<u>\$294,528</u>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>CITY ENGINEERING - 1810</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$148,772	\$108,841	\$167,196	\$88,840	\$173,582
Operating Expenditures	29,522	43,602	37,200	16,592	37,100
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$178,294</b>	<b>\$152,443</b>	<b>\$204,396</b>	<b>\$105,432</b>	<b>\$210,682</b>

**PLANNING DEPARTMENT**  
**- 1812**

<b>Expenditure Category</b>					
Personnel Services	\$94,512	\$157,730	\$283,804	\$150,950	\$297,696
Operating Expenditures	44,750	17,258	25,493	47,806	25,493
Capital Outlay	1,568	-	-	-	-
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$140,830</b>	<b>\$174,988</b>	<b>\$309,297</b>	<b>\$198,756</b>	<b>\$323,189</b>

**INSPECTIONS - 1814**

<b>Expenditure Category</b>					
Personnel Services	\$528,910	\$597,679	\$574,565	\$564,375	\$605,119
Operating Expenditures	149,562	93,326	88,400	51,152	76,800
Capital Outlay	6,360	6,360	6,360	6,360	6,360
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$684,832</b>	<b>\$697,365</b>	<b>\$669,325</b>	<b>\$621,887</b>	<b>\$688,279</b>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>PARKING ENFORCEMENT</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
<b>- 1816</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$92,126	\$99,835	\$138,631	\$91,506	\$134,063
Operating Expenditures	5,912	3,554	9,250	5,101	9,250
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$98,038</b>	<b>\$103,389</b>	<b>\$147,881</b>	<b>\$96,607</b>	<b>\$143,313</b>

<b>CONSTRUCTION</b>					
<b>MANAGEMENT - 1820</b>					
<b>Expenditure Category</b>					
Personnel Services	\$151,111	\$161,226	\$159,841	\$151,104	\$165,645
Operating Expenditures	7,881	16,878	11,550	9,182	10,550
Capital Outlay	-	-	2,273	2,273	2,273
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$158,992</b>	<b>\$178,104</b>	<b>\$173,664</b>	<b>\$162,559</b>	<b>\$178,468</b>

<b>BUILDING MAINTENANCE</b>					
<b>- 1822</b>					
<b>Expenditure Category</b>					
Personnel Services	\$325,164	\$319,066	\$342,167	\$402,475	\$436,581
Operating Expenditures	739,016	837,369	817,800	732,371	850,325
Capital Outlay	8,524	8,524	8,524	8,524	11,132
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$1,072,704</b>	<b>\$1,164,959</b>	<b>\$1,168,491</b>	<b>\$1,143,370</b>	<b>\$1,298,038</b>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>POLICE CHIEF'S</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
<b>OFFICE - 2110</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$637,143	\$718,917	\$676,056	\$751,251	\$784,972
Operating Expenditures	114,479	143,669	148,060	107,261	303,666
Capital Outlay	2,283	16,204	13,921	13,921	13,921
Other Financing Uses	-	-	-	-	-
Total	<u>\$753,905</u>	<u>\$878,790</u>	<u>\$838,037</u>	<u>\$872,433</u>	<u>\$1,102,559</u>

**TECHNICAL & SUPPORT**  
**ADMINISTRATION - 2121**

<b>Expenditure Category</b>					
Personnel Services	\$340,535	\$335,210	\$377,887	\$362,360	\$394,741
Operating Expenditures	352,795	362,508	378,500	285,627	398,050
Capital Outlay	4,964	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$698,294</u>	<u>\$697,718</u>	<u>\$756,387</u>	<u>\$647,987</u>	<u>\$792,791</u>

**DETENTION TRANSPORT**  
**- 2123**

<b>Expenditure Category</b>					
Personnel Services	\$0	\$0	\$0	\$0	\$0
Operating Expenditures	32,756	55,341	68,500	26,771	53,500
Capital Outlay	-	-	2,701	2,701	2,701
Other Financing Uses	-	-	-	-	-
Total	<u>\$32,756</u>	<u>\$55,341</u>	<u>\$71,201</u>	<u>\$29,472</u>	<u>\$56,201</u>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>RECORDS - 2124</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$473,841	\$485,739	\$431,663	\$419,928	\$471,225
Operating Expenditures	15,123	17,706	28,580	11,457	28,580
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$488,964</u>	<u>\$503,445</u>	<u>\$460,243</u>	<u>\$431,385</u>	<u>\$499,805</u>

**ANIMAL CONTROL - 2125**

<b>Expenditure Category</b>					
Personnel Services	\$108,234	\$117,458	\$114,059	\$117,620	\$118,582
Operating Expenditures	90,471	85,437	98,910	72,018	110,835
Capital Outlay	10,192	14,607	14,607	14,607	14,607
Other Financing Uses	-	-	-	-	-
Total	<u>\$208,897</u>	<u>\$217,502</u>	<u>\$227,576</u>	<u>\$204,245</u>	<u>\$244,024</u>

**LAW ENFORCEMENT**

**ADMINISTRATION - 2141**

<b>Expenditure Category</b>					
Personnel Services	\$278,615	\$286,556	\$365,559	\$305,817	\$306,054
Operating Expenditures	18,868	24,462	32,040	23,760	55,524
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$297,483</u>	<u>\$311,018</u>	<u>\$397,599</u>	<u>\$329,577</u>	<u>\$361,578</u>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>PATROL - 2142</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$4,666,614	\$5,046,906	\$4,878,200	\$5,241,335	\$5,219,284
Operating Expenditures	169,444	192,080	352,050	353,174	365,050
Capital Outlay	268,447	350,167	280,261	280,261	341,795
Other Financing Uses	45,519	41,755	-	-	3,985
<b>Total</b>	<b>\$5,150,024</b>	<b>\$5,630,908</b>	<b>\$5,510,511</b>	<b>\$5,874,770</b>	<b>\$5,930,114</b>

**CRIMINAL INVESTIGATIONS**  
**- 2144**

<b>Expenditure Category</b>					
Personnel Services	\$1,667,581	\$1,844,583	\$1,736,537	\$1,800,716	\$1,755,958
Operating Expenditures	164,096	237,533	269,125	230,591	324,395
Capital Outlay	64,740	71,901	71,956	71,956	112,566
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$1,896,417</b>	<b>\$2,154,017</b>	<b>\$2,077,618</b>	<b>\$2,103,263</b>	<b>\$2,192,919</b>

**CRIME PREVENTION - 2145**

<b>Expenditure Category</b>					
Personnel Services	\$523,747	\$576,104	\$546,414	\$567,504	\$547,428
Operating Expenditures	12,726	25,212	17,350	10,646	23,830
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$536,473</b>	<b>\$601,316</b>	<b>\$563,764</b>	<b>\$578,150</b>	<b>\$571,258</b>

**CITY OF SPARTANBURG, SC**  
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**General Fund**  
**Detailed Expenditure Schedule**

<b>SCHOOL CROSSING GUARDS</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
<b>- 2147</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$67,504	\$67,283	\$134,774	\$69,562	\$134,101
Operating Expenditures	5,601	3,987	10,893	3,758	10,893
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$73,105</b>	<b>\$71,270</b>	<b>\$145,667</b>	<b>\$73,320</b>	<b>\$144,994</b>

**FIRE ADMINISTRATION - 2181**

<b>Expenditure Category</b>					
Personnel Services	\$580,723	\$630,004	\$620,526	\$656,212	\$586,543
Operating Expenditures	87,132	127,699	151,702	128,510	206,217
Capital Outlay	11,133	12,000	12,253	12,253	12,253
Other Financing Uses	-	-	-	-	8,840
<b>Total</b>	<b>\$678,988</b>	<b>\$769,703</b>	<b>\$784,481</b>	<b>\$796,975</b>	<b>\$813,853</b>

**FIRE SUPPRESSION - 2182**

<b>Expenditure Category</b>					
Personnel Services	\$3,882,269	\$4,316,650	\$4,089,305	\$4,414,894	\$4,306,538
Operating Expenditures	404,469	441,619	529,810	507,969	662,819
Capital Outlay	274,986	271,460	280,170	280,170	282,925
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$4,561,724</b>	<b>\$5,029,729</b>	<b>\$4,899,285</b>	<b>\$5,203,033</b>	<b>\$5,252,282</b>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>PUBLIC SERVICES</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
<b>ADMINISTRATION - 3101</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$54,780	\$56,849	\$152,975	\$48,006	\$164,361
Operating Expenditures	11,061	9,194	14,300	9,265	14,200
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$65,841</b>	<b>\$66,043</b>	<b>\$167,275</b>	<b>\$57,271</b>	<b>\$178,561</b>

**GROUNDS MAINTENANCE**  
**- 3102**

<b>Expenditure Category</b>					
Personnel Services	\$1,426,052	\$1,064,307	\$946,730	\$889,785	\$969,815
Operating Expenditures	459,293	442,336	414,983	404,483	422,700
Capital Outlay	176,401	181,685	75,561	75,561	101,409
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$2,061,746</b>	<b>\$1,688,328</b>	<b>\$1,437,274</b>	<b>\$1,369,829</b>	<b>\$1,493,924</b>

**TRAFFIC SERVICES - 3104**

<b>Expenditure Category</b>					
Personnel Services	\$340,700	\$391,497	\$421,674	\$421,681	\$410,671
Operating Expenditures	862,394	802,049	844,977	767,236	908,352
Capital Outlay	12,696	5,942	5,942	5,942	5,942
Other Financing Uses	-	-	-	-	-
<b>Total</b>	<b>\$1,215,790</b>	<b>\$1,199,488</b>	<b>\$1,272,593</b>	<b>\$1,194,859</b>	<b>\$1,324,965</b>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>STREET MAINTENANCE</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
<b>- 3105</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$251,628	\$288,958	\$272,401	\$291,547	\$283,119
Operating Expenditures	90,170	108,596	135,047	127,780	144,670
Capital Outlay	25,207	53,878	64,650	64,650	71,784
Other Financing Uses	-	-	-	-	-
Total	<u>\$367,005</u>	<u>\$451,432</u>	<u>\$472,098</u>	<u>\$483,977</u>	<u>\$499,573</u>

**FLEET MAINTENANCE - 3141**

<b>Expenditure Category</b>					
Personnel Services	\$634,899	\$694,327	\$696,910	\$695,956	\$719,260
Operating Expenditures	1,005,599	1,039,373	1,083,951	1,118,144	1,134,075
Capital Outlay	3,831	3,831	3,831	3,831	3,831
Other Financing Uses	-	-	-	-	-
Total	<u>\$1,644,329</u>	<u>\$1,737,531</u>	<u>\$1,784,692</u>	<u>\$1,817,931</u>	<u>\$1,857,166</u>

**SOLID WASTE - 3161**

<b>Expenditure Category</b>					
Personnel Services	\$514,076	\$980,470	\$1,139,047	\$1,223,358	\$1,300,758
Operating Expenditures	103,147	210,219	223,301	232,731	241,900
Capital Outlay	316,199	261,371	346,454	346,454	382,292
Other Financing Uses	-	-	-	-	-
Total	<u>\$933,422</u>	<u>\$1,452,060</u>	<u>\$1,708,802</u>	<u>\$1,802,543</u>	<u>\$1,924,950</u>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>COMMUNITY RELATIONS</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
<b>- 1501</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$432,347	\$462,821	\$270,556	\$246,155	\$280,885
Operating Expenditures	52,539	49,077	65,510	76,003	90,511
Capital Outlay	3,984	3,984	3,984	3,984	3,984
Other Financing Uses	-	-	-	-	-
Total	<u>\$488,870</u>	<u>\$515,882</u>	<u>\$340,050</u>	<u>\$326,142</u>	<u>\$375,380</u>

**PARKS, RECREATION, &  
SPECIAL EVENTS ADMIN - 5001**

<b>Expenditure Category</b>					
Personnel Services	\$166,051	\$172,896	\$202,446	\$179,005	\$221,294
Operating Expenditures	184,692	185,180	187,147	171,397	195,355
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$350,743</u>	<u>\$358,076</u>	<u>\$389,593</u>	<u>\$350,402</u>	<u>\$416,649</u>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>SPECIAL EVENTS - 5009</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$169,934	\$163,771	\$160,673	\$164,615	\$166,411
Operating Expenditures	10,759	9,039	11,348	11,921	11,348
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$180,693</u>	<u>\$172,810</u>	<u>\$172,021</u>	<u>\$176,536</u>	<u>\$177,759</u>

**RECREATION CENTERS - 5010**

<b>Expenditure Category</b>					
Personnel Services	\$339,191	\$332,816	\$388,251	\$389,027	\$412,274
Operating Expenditures	75,002	93,366	104,980	107,161	115,480
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$414,193</u>	<u>\$426,182</u>	<u>\$493,231</u>	<u>\$496,188</u>	<u>\$527,754</u>

**PARKS - 5011**

<b>Expenditure Category</b>					
Personnel Services	\$245,410	\$284,743	\$337,638	\$319,339	\$385,432
Operating Expenditures	59,297	51,049	62,788	60,106	65,305
Capital Outlay	2,729	2,729	4,097	4,097	4,097
Other Financing Uses	-	-	-	-	-
Total	<u>\$307,436</u>	<u>\$338,521</u>	<u>\$404,523</u>	<u>\$383,542</u>	<u>\$454,834</u>

**CITY OF SPARTANBURG, SC**  
**FY 2018 - 2019 Operating Budget**

**General Fund**  
**Detailed Expenditure Schedule**

<b>AQUATICS - 5012</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category</b>					
Personnel Services	\$139,174	\$126,620	\$107,775	\$105,551	\$111,902
Operating Expenditures	15,393	7,045	16,780	13,639	17,780
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$154,567</u>	<u>\$133,665</u>	<u>\$124,555</u>	<u>\$119,190</u>	<u>\$129,682</u>
<b>ATHLETICS - 5013</b>					
<b>Expenditure Category</b>					
Personnel Services	\$61,761	\$83,508	\$122,865	\$148,519	\$124,819
Operating Expenditures	62,977	71,014	68,100	48,893	68,100
Capital Outlay	-	-	-	-	-
Other Financing Uses	-	-	-	-	-
Total	<u>\$124,738</u>	<u>\$154,522</u>	<u>\$190,965</u>	<u>\$197,412</u>	<u>\$192,919</u>
<b>GENERAL FUND TOTAL</b>	<b>\$36,450,896</b>	<b>\$39,461,047</b>	<b>\$39,097,706</b>	<b>\$39,168,670</b>	<b>\$40,819,445</b>

**CITY OF SPARTANBURG, SC  
General Fund**

**Detailed Expenditure Schedule  
Summary**

	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROJECTED</b>	<b>PROPOSED</b>
<b>Expenditure Category Totals</b>					
Personnel Services	\$22,714,705	\$24,493,338	\$24,849,729	\$24,868,302	\$26,007,730
Operating Expenditures	9,992,752	10,974,638	10,449,231	10,621,205	11,036,910
Capital Outlay	1,300,816	1,364,791	1,338,085	1,338,127	1,494,412
Other Financing Uses	<u>2,442,623</u>	<u>2,628,280</u>	<u>2,460,661</u>	<u>2,341,036</u>	<u>2,280,393</u>
	\$36,450,896	\$39,461,047	\$39,097,706	\$39,168,670	\$40,819,445

**CITY OF SPARTANBURG  
GENERAL FUND  
FY 2018 - 2019 BUDGET**

<u>Non-Departmental</u>	<u>FY 2015 / FY 2016 Adopted</u>	<u>FY 2016 / FY 2017 Adopted</u>	<u>FY 2017 / FY 2018 Adopted</u>	<u>FY 2018 / FY 2019 Adopted</u>	<u>Difference</u>
Salary Savings (Planned Credit)	(500,000)	(750,000)	(750,000)	(750,000)	-
Operational Savings	(100,000)	-	-	-	-
Contribution to the Pension Fund	850,000	900,000	950,000	1,000,000	50,000
Contribution to MASC ORBIT / GASB 45	123,000	100,000	-	-	-
Reservation for burying power lines	275,000	-	-	-	-
Rent for Wright Center	143,055	-	-	-	-
Arkwright Landfill post-monitoring	-	30,000	30,000	30,000	-
Norfolk Southern & CSX Annual leases	2,500	2,650	2,650	2,650	-
440 Church Street / Property Insurance	-	-	2,600	-	(2,600)
Transfer to Capital Projects Fund / Facilities Sinking Fund	220,000	220,000	220,000	220,000	-
Transfer to Capital Projects Fund / T.K. Gregg Rec. Facility Sinking Fund	100,000	100,000	100,000	100,000	-
Transfer to Capital Projects Fund / Quality of Life Enhancement	100,000	150,000	150,000	75,000	(75,000)
Transfer to Airport Enterprise Fund	165,000	250,000	250,000	250,000	-
Transfer to Transit Fund / Operating Subsidy	500,000	500,000	500,000	500,000	-
Transfer to Transit Fund / Bus Acquisition Grant Match	-	60,000	65,000	-	(65,000)
Transfer to Debt Service Fund / Lease for 440 Church Street	-	145,000	119,625	119,625	-
Transfer to Debt Service Fund / 2010 GO Debt	533,369	532,826	536,419	523,325	(13,094)
Transfer to Debt Service Fund / Mary Black Loan (PIP)	216,292	216,293	216,292	216,292	-
Transfer to Debt Service Fund / ShoreTel Lease Payments	48,976	48,977	48,975	48,976	1
Transfer to Debt Service Fund / Spillman Technologies	-	154,350	154,350	154,350	-
Transfer to St. John Street TIF Fund / Debt Service	-	100,000	100,000	60,000	(40,000)
<b>Totals</b>	<b>2,677,192</b>	<b>2,760,096</b>	<b>2,695,911</b>	<b>2,550,218</b>	<b>(145,693)</b>

**CITY OF SPARTANBURG, SOUTH CAROLINA**  
**FY 2018 - 2019 Operating Budget**

**Hospitality Tax Fund**

**Hospitality Tax Fund - 311**

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>PROPOSED</u>
<b>Revenues</b>				
Hospitality Tax	\$ 4,551,063	\$ 4,776,237	\$ 4,907,782	\$ 5,366,104
Sunday Alcohol Sales	1,650	4,100	1,700	3,000
Investment Earnings	5,748	11,112	9,000	13,000
	<u>\$ 4,558,461</u>	<u>\$ 4,791,449</u>	<u>\$ 4,918,482</u>	<u>\$ 5,382,104</u>
<b>Expenditures</b>				
Projects	\$ 584,336	\$ 527,644	\$ 545,000	\$ 540,500
Transfer Out / Capital Projects Fund	4,047	177,829	171,429	171,429
Transfer Out / General Fund	1,555,629	1,802,486	2,156,941	2,611,842
Transfer Out / Miscellaneous Grant Fund	-	5,425	-	-
Transfer Out / Special Events Fund	76,200	75,000	75,000	80,000
Transfer Out / Parking Facilities Corp. Fund	538,020	-	-	-
Transfer Out / Airport Facilities Corp. Fund	211,980	-	-	-
Transfer Out / Debt Service Fund	1,301,126	1,974,827	1,970,112	1,978,333
	<u>\$ 4,271,338</u>	<u>\$ 4,563,211</u>	<u>\$ 4,918,482</u>	<u>\$ 5,382,104</u>
Fund Balance (Restricted)	1,826,558	2,341,918	2,341,918	2,341,918

Debt:	<u>Principal</u>	<u>Interest</u>	<u>Fiscal Agent Fees</u>	<u>Total</u>
(1) Refunded COPS (Certificates of Participation)	735,000	112,033	1,650	848,683
(2) Series 2016 A Special Obligation Bonds (Non-Taxable)	280,000	80,735	1,650	362,385
(3) Series 2016 B Special Obligation Bonds (Taxable)	590,000	176,115	1,650	767,765
	<u>1,605,000</u>	<u>368,883</u>	<u>4,950</u>	<u>1,978,833</u>

**CITY OF SPARTANBURG, SC**  
**Hospitality Tax**  
**Funding Allocation**

<u>Proposed Projects</u>	FY 2015 - 2016 Year-to-Date <u>Actual</u>	FY 2016 - 2017 Year-to-Date <u>Actual</u>	FY 2017 - 2018 Adopted <u>Budget</u>	FY 2018 - 2019 Adopted <u>Budget</u>
<u>Debt Services</u>				
1 Renaissance Conference Center	840,288	848,245	846,793	848,683
2 Morgan Square	289,409	-	-	-
3 C.C. Woodson, LLC	201,491	-	-	-
4 Sptg. Parking Facilities Corp.	538,020	-	-	-
5 Sptg. Airport Facilities Corp.	211,980	-	-	-
6 Special Obligation Bonds, 2016	-	1,131,882	1,123,319	1,130,150
Sub-Total	2,081,188	1,980,127	1,970,112	1,978,833
<u>Capital Projects</u>				
7 SCC Downtown Campus / Evins Bldg.	150,000	150,000	150,000	150,000
8 Pedestrian Crossing	4,047	6,400	-	-
9 Bloomberg Art Project	-	5,425	-	-
10 T.K. Gregg Sinking Fund	-	171,429	171,429	171,429
11 Children's Museum of the Upstate	-	-	20,000	20,000
Sub-Total	154,047	333,254	341,429	341,429
<u>Transfers</u>				
12 Transfer to the General Fund	1,555,629	1,802,486	2,156,941	2,611,842
<u>City Events</u>				
13 Music on Main	10,200	10,200	10,200	10,200
14 Spring Fling	23,800	23,800	23,800	23,800
15 International Festival	32,000	32,000	32,000	32,000
16 Red , White and Boom	6,800	6,800	6,800	6,800
17 Christmas Parade	3,000	2,174	5,000	5,000
18 Jazz on the Square	3,400	2,200	2,200	2,200
	79,200	77,174	80,000	80,000
<u>Discretionary Funding to Community Events</u>				
19 College Town Consortium	12,000	15,000	15,000	-
20 Panther Party	6,200	7,500	10,000	-
21 Shrine Bowl of the Carolinas	28,000	-	-	-
22 Partners for Active Living	21,000	20,000	25,000	-
23 Wofford Homecoming	1,700	-	-	-
24 Spartanburg Memorial Auditorium	50,000	35,000	25,000	-
25 Convention & Visitor's Bureau	30,000	30,000	35,000	-
26 Hatcher Gardens - Operating	20,400	20,000	20,000	-
27 HUB BUB - Chapman Cultural Center	70,000	62,500	31,750	-
28 HUB BUB - Sparkley City Mini Putt	30,000	-	-	-
29 Hub City Farmer's Market	15,000	20,000	17,500	-
30 Hub City Writers Project	-	15,000	20,000	-
31 Hub City Hog Fest, Inc.	-	-	5,000	-
32 Arts Partnership / Chapman Cultural Center	75,000	70,000	75,000	-
33 Arts Partnership / Public Art	-	10,000	-	-
34 Arts Partnership / Cultural District	-	10,000	-	-
35 Spartanburg Downtown Association	6,800	7,500	5,000	-
36 Spartanburg Area Conservancy, Inc.	15,000	20,000	20,000	-
37 Live on the Green	11,610	-	-	-
38 West Main Artists Co-op	5,000	5,000	10,000	-
39 Spartanburg Art Museum	-	5,000	10,000	-
40 Spartanburg Juneteenth Celebration	-	15,000	10,000	-
41 Upstate Pride SC	-	2,500	-	-
42 Ballet Spartanburg	-	-	10,000	-
43 Bluegrass Concert Series / Music Foundation	-	-	7,500	-
44 Project Maestro / Music Foundation	-	-	7,500	-
45 National Railway Historical Society	-	-	750	-
46 Trees Coalition	-	-	10,000	-
47 <b>Unallocated</b>	3,564	171	-	370,000
Sub-Total	401,274	370,171	370,000	370,000
<b>GRAND TOTAL</b>	<b>4,271,338</b>	<b>4,563,212</b>	<b>4,918,482</b>	<b>5,382,104</b>

**Hospitality Tax Funding  
Recommendation for Next Fiscal Year  
FY 2018 - 2019**

<u>Expenditure Categories:</u>	FY 2015 - 2016 Year-to-Actual <u>Actual</u>	FY 2016 - 2017 Year-to-Actual <u>Actual</u>	FY 2017 - 2018 Adopted <u>Budget</u>	FY 2018 - 2019 Adopted <u>Budget</u>	<u>%</u>
1. Debt Service	2,081,188	1,980,127	1,970,112	1,978,833	37%
2. Multi-year Capital Project Commitments:	154,047	333,254	341,429	341,429	6%
3. Transfer to General Fund	1,555,629	1,802,486	2,156,941	2,611,842	49%
4. City events	79,200	77,174	80,000	80,000	1%
5. Discretionary Funding to Community events, projects, and programs	<u>401,274</u>	<u>370,171</u>	<u>370,000</u>	<u>370,000</u>	<u>7%</u>
Totals	4,271,338	4,563,212	4,918,482	5,382,104	100%
<b>Revenues:</b>					
Actuals / Proposed	4,558,461	4,791,449	4,918,482	5,382,104	
Fund Balance Appropriation (Source)	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>	
Totals	4,558,461	4,791,449	4,918,482	5,382,104	
 Projected Fund Balance (Restricted)	 2,113,680	 2,341,918	 2,341,918	 2,341,918	

**CITY OF SPARTANBURG, SOUTH CAROLINA  
FY 2018 - 2019 Operating Budget**

**Special Revenue Funds**

**Community Development Block Grant**

<b>Fund 708</b>	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>PROPOSED</b>
<b>Revenues</b>				
Federal Grant	\$ 758,990	\$ 470,235	\$ 616,221	\$ 605,882
Sale of Property	-	78,028	-	-
Other	-	1,000	-	-
Loan Payments	13,460	1,310	-	-
	<u>\$ 772,450</u>	<u>\$ 550,573</u>	<u>\$ 616,221</u>	<u>\$ 605,882</u>
<b>Expenditures</b>				
Personnel Service	\$ 213,107	\$ 193,600	\$ 245,773	\$ 214,959
Projects	442,672	341,831	370,448	390,923
Transfer Out / Capital Projects Fund	116,671	-	-	-
	<u>\$ 772,450</u>	<u>\$ 535,431</u>	<u>\$ 616,221</u>	<u>\$ 605,882</u>

**Annual Action Plan FY 2018 - 2019**  
**Special Revenue Funds**  
**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)**

<b><u>Adopted Projects</u></b>	<b><u>FY 2016 - 2017 Adopted</u></b>	<b><u>FY 2017 - 2018 Adopted</u></b>	<b><u>FY 2018 - 2019 Adopted</u></b>	<b><u>%</u></b>
<b><u>Administration</u></b>				
Neighborhood Services Administration	102,247	91,000	93,000	
MWBE	-	5,000	-	
Neighborhood Training	-	5,000	10,000	
	<u>102,247</u>	<u>101,000</u>	<u>103,000</u>	17%
<b><u>Projects</u></b>				
Economic Development	10,000	-	-	
Homebuyer Program	-	57,500	-	
Housing	175,000	-	-	
Infrastructure Activity	20,000	135,000	159,450	
Rehabilitation Admin + Code Admin	134,200	142,000	144,200	
Removal of Blight	91,174	115,564	125,000	
	<u>430,374</u>	<u>450,064</u>	<u>428,650</u>	71%
<b><u>Public Services</u></b>				
Public Service Administration	-	-	-	
Bethlehem Community Center	10,500	10,500	27,000	
Big Brothers, Big Sisters	8,000	-	-	
C.O.L.O.R.S.	7,500	-	-	
Fair Housing	2,500	25,000	25,000	
Financial Literacy - Training	8,000	-	-	
Fire Safety	5,000	5,000	5,000	
SAFE HOME Rape Crisis	7,600	9,818	10,242	
SC Legal Services	4,500	4,500	6,990	
Spartanburg Housing Authority	10,000	-	-	
Way To Wellville	20,000	-	-	
	<u>83,600</u>	<u>54,818</u>	<u>74,232</u>	12%
<b>Total CDBG Expenditures</b>	<b>616,221</b>	<b>605,882</b>	<b>605,882</b>	<b>100%</b>

**CITY OF SPARTANBURG, SOUTH CAROLINA  
FY 2018 - 2019 Operating Budget**

**Special Revenue Funds**

**Federal HOME Program - Fund 210**

	2015-2016	2016-2017	2017-2018	2018-2019
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>PROPOSED</u>
<b>Revenues</b>				
Federal Grant	\$ 293,387	\$ 75,420	\$ 153,720	\$ 155,312
Sale of Property	-	-	-	-
Other	-	-	-	-
Loan Payments	2,369	1,617	-	-
	<u>\$ 295,756</u>	<u>\$ 77,037</u>	<u>\$ 153,720</u>	<u>\$ 155,312</u>
<b>Expenditures</b>				
Personnel Service	\$ 14,390	\$ 15,372	\$ 15,372	\$ 15,531
Projects	282,000	61,688	138,348	139,781
Transfer Out	-	-	-	-
	<u>\$ 296,390</u>	<u>\$ 77,060</u>	<u>\$ 153,720</u>	<u>\$ 155,312</u>

**FEDERAL HOME PROGRAM**

<b><u>Adopted Projects</u></b>	<b><u>FY 2016 - 2017 Adopted</u></b>	<b><u>FY 2017 - 2018 Adopted</u></b>	<b><u>FY 2018 - 2019 Adopted</u></b>	
Administrative - 10%	15,372	15,532	15,530	10%
CHDO - Operating 5%	7,686	-	-	0%
Home Projects	107,604	113,780	114,782	74%
CHDO Set-Aside - Projects 15%	23,058	26,000	25,000	16%
<b>Total Home Program Expenditures</b>	<b>153,720</b>	<b>155,312</b>	<b>155,312</b>	100%
<b>Total Consolidated Plan</b>	<b>\$769,941</b>	<b>\$761,194</b>	<b>\$761,194</b>	

**CITY OF SPARTANBURG, SOUTH CAROLINA  
2018 - 2019 Operating Budget**

**Special Revenue Funds**

**Multi-County Industrial Park Fund - 380**

	2015-2016	2016-2017	2017-2018	2018-2019
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
<b>Revenues</b>				
Property Tax	\$ 1,083,987	\$ 1,108,852	\$ 1,095,000	\$ 1,153,650
Miscellaneous	2,172	-	-	-
Investment Earnings	1,498	1,691	-	1,700
	<u>\$ 1,087,657</u>	<u>\$ 1,110,543</u>	<u>\$ 1,095,000</u>	<u>\$ 1,155,350</u>
<b>Expenditures</b>				
Operating Expenditures	\$ 1,089,886	\$ 727,085	\$ 1,039,224 (1)	\$ 1,097,558
Transfer Out / Parking Enterprise Fund	290,000	290,000	-	-
Transfer Out / General Fund	44,614	46,774	55,776	57,792
	<u>\$ 1,424,500</u>	<u>\$ 1,063,859</u>	<u>\$ 1,095,000</u>	<u>\$ 1,155,350</u>
Restricted Fund Balance	341,448	388,132	388,132	388,132

(1) For FY 2018 -2019 this includes \$40,000 for Economic Futures Group, \$16,650 for Upstate SC Alliance, \$5,150 for Chamber of Commerce, and \$66,000 for the National Development Council

**CITY OF SPARTANBURG, SOUTH CAROLINA  
2018 - 2019 Operating Budget**

**Special Revenue Funds**

**Victims Assistance Fund - 322**

	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ADOPTED</b>
<b>Revenues</b>				
Victim Assistance	\$ 49,710	\$ 37,988	\$ 37,000	\$ 35,000
Victim Assistance Flat Fee	14,291	11,051	11,300	11,000
Fund Balance Appropriation	-	-	17,862	22,873
	<u>\$ 64,001</u>	<u>\$ 49,039</u>	<u>\$ 66,162</u>	<u>\$ 68,873</u>
<b>Expenditures</b>				
Personnel Services	\$ 75,664	\$ 49,624	\$ 66,162	\$ 68,873
Operating Expenditures	19,731	5,918	-	-
Capital	-	-	-	-
Transfer Out / Miscellaneous Grant Fund	-	11,216	-	-
	<u>\$ 95,395</u>	<u>\$ 66,758</u>	<u>\$ 66,162</u>	<u>\$ 68,873</u>
Restricted Fund Balance	133,022	115,303	115,303	115,303

**CITY OF SPARTANBURG, SOUTH CAROLINA  
2017 - 2018 Operating Budget**

**Special Revenue Funds**

**Accommodation Tax Fund - 480**

	2015-2016	2016-2017	2017-2018	2018-2019
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
<b>Revenues</b>				
Accommodation Tax	\$ 196,175	\$ 252,497	\$ 180,380	\$ 276,450
Investment Earnings	828	1,276	900	1,100
Fund Balance Appropriation	-	-	70,595	-
	<u>\$ 197,003</u>	<u>\$ 253,773</u>	<u>\$ 251,875</u>	<u>\$ 277,550</u>
<b>Expenditures</b>				
Projects	\$ 152,950	\$ 196,173	\$ 213,000	\$ 238,000
Transfer Out / General Fund	-	-	38,875	39,550
Transfer Out / Special Events Fund	21,500	26,500	-	-
	<u>\$ 174,450</u>	<u>\$ 222,673</u>	<u>\$ 251,875</u>	<u>\$ 277,550</u>
Unreserved Fund Balance	205,326	236,426	236,426	236,426

**Accommodations Tax  
Tourism Related Funding  
FY 2018 - 2019**

<u>Organization Names</u>	<u>Project Name / Descriptions</u>	<u>FY 2017 - 2018 Adopted</u>	<u>FY 2018 - 2019 Adopted</u>
Artists' Guild of Spartanburg	Annual Juried Show	2,000	-
Ballet Spartanburg	The Nutcracker	2,000	-
Chapman Cultural Center	African American History	2,000	-
Chapman Cultural Center	Tourism Destination	12,000	-
Chapman Cultural Center	Tourism Marketing	10,000	-
City of Spartanburg	MLK Unity Celebration	8,000	-
City of Spartanburg	International Festival	6,000	-
City of Spartanburg	Operational Support	28,975	-
City of Spartanburg	Red, White and Boom	2,500	-
City of Spartanburg	Spring Fling	8,000	-
Freewheelers Cycling Association	Assault on Mt. Mitchell	4,000	-
Hatcher Garden and Woodland Preserve	Year Long Event	8,000	-
Hmong-American Association of SC	Hmong New Year	3,000	-
Hub City Framers' Market	Saturday Market	1,000	-
Hub City Hog Fest, Inc.	Hog Fest 2018	6,500	-
Melting Pot Music Society	Melting Pot Music Festival	3,000	-
R&B Shag Club of Spartanburg	Sparkle City Celebration	1,050	-
Shrine Bowl of the Carolinas	Shrine Bowl of the Carolinas	7,500	-
Spartanburg Area Conservancy	Cottonwood Trail Program Center	4,000	-
Spartanburg Art Museum	Paper Worlds Exhibition	2,500	-
Spartanburg Convention & Visitors Bureau	Marketing & Sales Plan	52,975	-
Spartanburg Juneteenth, Inc.	Spartanburg Juneteenth 2018	3,000	-
Spartanburg Memorial Auditorium	Facility repairs	12,000	-
Spartanburg Philharmonic Orchestra	Music of John Williams	2,000	-
Spartanburg Science Center	Center Upgrades	6,000	-
Spartanburg Southside Lions Club	2018 Sparkle City Rhythm & Ribs	2,000	-
St. Nicholas Orthodox Church	Spartanburg Greek Festival	3,000	-
Upstate Chapter of the Nat'l RR Historical Society	HUB City RR Museum Caboose	3,500	-
West Main Artists Co-op	Traveling Show	1,000	-
Wofford College	Panthers Training Camp Kick Off Party	5,500	-
		<b>\$ 213,000</b>	<b>\$ -</b>

**CITY OF SPARTANBURG, SOUTH CAROLINA  
FY 2018 - 2019 Operating Budget**

**Enterprise Funds**

***Airport Fund - 215***

	2015-2016	2016-2017	2017-2018	2018-2019
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
<b>REVENUES</b>				
Charges for Services	\$150,873	\$346,861	\$252,658	\$394,600
Other Revenues	1,877	2,904	3,000	3,000
Sale of Inventory	884,599	1,033,005	963,800	1,097,700
Federal Grant	861,824	8,894,438	-	-
State Grant	48,552	424,102	-	-
Transfer In / General Fund	342,430	250,000	250,000	250,000
Transfer In / Airport Facilities Corp. Fund	3,446,717	672,411	-	-
Transfer In / Stormwater Utility Fund	29,282	304,582	-	-
Gain (Loss) on Sale of Assets	-	(300,000)	-	-
<b>TOTAL REVENUES</b>	<u>\$5,766,154</u>	<u>\$11,628,303</u>	<u>\$ 1,469,458</u>	<u>\$1,745,300</u>
<b>EXPENSES</b>				
Personal	\$289,083	\$232,278	\$369,203	\$458,766
Operating	1,034,793	1,041,340	1,100,255	1,286,534
Depreciation Expense	118,503	246,757	-	-
Transfer Out / S. Airport Facilities Corp.	-	-	-	-
<b>TOTAL EXPENSES</b>	<u>\$1,442,379</u>	<u>\$1,520,375</u>	<u>\$1,469,458</u>	<u>\$1,745,300</u>
Unrestricted Net Positions	(706,767)	(293,178)	-	-

**CITY OF SPARTANBURG, SOUTH CAROLINA  
2018 - 2019 Operating Budget**

**Enterprise Fund**

***Transit Fund - 218***

	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
<b>REVENUES</b>				
Charges for Services	\$ 237,547	\$ 230,404	\$ 222,000	\$ 246,599
Other Revenues	18,340	45,967	29,326	16,112
Federal Grant	650,523	994,764	1,046,113	1,068,598
State Grant	127,362	950,621	114,932	123,624
Transfer In / General Fund	500,000	560,000	565,000	500,000
<b>TOTAL REVENUES</b>	<u>\$ 1,533,772</u>	<u>\$ 2,781,756</u>	<u>\$ 1,977,371</u>	<u>\$ 1,954,933</u>
<b>EXPENSES</b>				
Personal	\$ -	\$ -	\$ -	\$ -
Operating	1,430,133	1,488,624	1,977,371	1,954,933
Depreciation Expense	421,882	445,126	-	-
Capital Outlay	-	-	-	-
<b>TOTAL EXPENSES</b>	<u>\$ 1,852,015</u>	<u>\$ 1,933,750</u>	<u>\$ 1,977,371</u>	<u>\$ 1,954,933</u>
Unrestricted Net Positions	739,336	830,679	830,679	830,679

**CITY OF SPARTANBURG, SOUTH CAROLINA  
2018 - 2019 Operating Budget**

**Enterprise Fund**

***Parking Fund - 225***

	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019
	<u>ACTUAL</u>	<u>ACTUAL</u>	<u>ADOPTED</u>	<u>ADOPTED</u>
<b>REVENUES</b>				
Charges for Services	\$ 395,369	\$ 447,597	\$ 439,100	\$ 401,700
Other Revenues	22,698	24,731	11,000	22,000
Transfer In / S. Parking Facility Corp. Fund	9,042,754	465,726	-	-
Transfer In / Broad Street TIF Fund	301,772	368,424	-	-
Transfer In / Multit-County Industrial Park Fund	290,000	290,000	-	-
<b>TOTAL REVENUES</b>	<u>\$ 10,052,593</u>	<u>\$ 1,596,478</u>	<u>\$ 450,100</u>	<u>\$ 423,700</u>
<b>EXPENSES</b>				
Personal	\$ 98,563	\$ 109,159	\$ 161,932	\$ 133,450
Operating	211,368	602,480	288,168	290,250
Principal Retirement	450,000	470,000	-	-
Interest Payment	36,064	13,818	-	-
Capital	5,110	-	-	-
Transfer Out / Parking Facilities Corp. Fund	126,000	-	-	-
<b>TOTAL EXPENSES</b>	<u>\$ 927,105</u>	<u>\$ 1,195,457</u>	<u>\$ 450,100</u>	<u>\$ 423,700</u>
Unrestricted Net Positions	10,287,998	2,032,416	2,032,416	2,032,416

**CITY OF SPARTANBURG, SOUTH CAROLINA  
2018 - 2019 Operating Budget**

**Enterprise Fund**

***Storm Water Utility Fund - 229***

	<b>2015 - 2016</b>	<b>2016 - 2017</b>	<b>2017 - 2018</b>	<b>2018 - 2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ADOPTED</b>
<b>REVENUES</b>				
Charges for Services	\$ 1,649,011	\$ 1,609,132	\$ 1,573,592	\$ 1,603,500
Other Revenue	10,183	16,492	7,500	11,000
Gain (Loss) Fixed Asset	-	20,289	-	-
<b>TOTAL REVENUES</b>	<b>\$ 1,659,194</b>	<b>\$ 1,645,913</b>	<b>\$ 1,581,092</b>	<b>\$ 1,614,500</b>
<b>EXPENSES</b>				
Personnel	\$ 470,754	\$ 424,081	\$ 492,802	\$ 532,331
Operating	161,032	520,332	213,290	257,169
Capital Maintenance	550,832	270,308	700,000	700,000
Machinery & Equipment	-	-	50,000	-
Transfer Out / Capital Projects Fund	2,996	-	-	-
Transfer Out / General Fund	125,000	125,000	125,000	125,000
Transfer Out / Airport Fund	29,282	-	-	-
<b>TOTAL EXPENSES</b>	<b>\$ 1,339,896</b>	<b>\$ 1,339,721</b>	<b>\$ 1,581,092</b>	<b>\$ 1,614,500</b>
Unrestricted Net Positions	1,140,497	1,152,190	1,152,190	1,152,190

**CITY OF SPARTANBURG, SOUTH CAROLINA  
2018 - 2019 Operating Budget**

**Debt Service Fund**

***St. John-Daniel Morgan Tax Increment Fund - 543***

	2015 - 2016	2016 - 2017	2017 - 2018	2018 - 2019
	ACTUAL	ACTUAL	ADOPTED	ADOPTED
<b>REVENUES</b>				
Property Taxes	\$ 356,105	\$ 338,278	\$ 370,000	\$ 396,500
Ground Lease	200,000	200,000	200,000	200,000
Bond Proceeds	-	4,545,000	-	-
Transfer In / General Fund	110,023	128,876	100,000	60,000
<b>TOTAL REVENUES</b>	<b>\$ 666,128</b>	<b>\$ 5,212,154</b>	<b>\$ 670,000</b>	<b>\$ 656,500</b>
<b>EXPENDITURES</b>				
Principal Retirement	\$ 465,000	\$ 4,930,000	\$ 525,000	\$ 540,000
Interest Payment	174,798	159,732	102,091	90,048
Fiscal Charges	-	99,300	1,650	1,650
Projects	26,496	24,793	41,259	24,802
<b>TOTAL EXPENDITURES</b>	<b>\$ 666,294</b>	<b>\$ 5,213,825</b>	<b>\$ 670,000</b>	<b>\$ 656,500</b>
Fund Balance (Restricted)	1,837	-	-	-

**CITY OF SPARTANBURG, SOUTH CAROLINA  
2018 - 2019 Operating Budget**

**Debt Service Fund**

***Broad Street Tax Increment Fund - 545***

	<b>2015 - 2016</b>	<b>2016 - 2017</b>	<b>2017 - 2018</b>	<b>2018 - 2019</b>
	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>ADOPTED</b>	<b>ADOPTED</b>
<b>REVENUES</b>				
Property Taxes	\$ 2,081,523	\$ 1,970,075	\$ 1,975,000	\$ 2,125,000
Local Grants & Donations	75,000	-	-	-
<b>TOTAL REVENUES</b>	<b>\$ 2,156,523</b>	<b>\$ 1,970,075</b>	<b>\$ 1,975,000</b>	<b>\$ 2,125,000</b>
<b>EXPENDITURES</b>				
Projects	\$ 278,293	\$ 535,679	\$ 1,593,200	\$ 1,743,200
Transfer Out / Capital Projects Fund	357,465	885,088	-	-
Transfer Out / General Fund	354,420	356,800	356,800	356,800
Transfer Out / Special Events Fund	25,000	25,000	25,000	25,000
Transfer Out / Parking Enterprise Fund	301,772	368,424	-	-
<b>TOTAL EXPENDITURES</b>	<b>\$ 1,316,950</b>	<b>\$ 2,170,991</b>	<b>\$ 1,975,000</b>	<b>\$ 2,125,000</b>
Fund Balance (Restricted)	1,787,493	1,586,577	1,586,577	1,586,577

**POSITION CONTROL**

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>Difference</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Mayor &amp; Council - 1101</b>					
Mayor	1	1	1	1	-
Council	6	6	6	6	-
	<u>7</u>	<u>7</u>	<u>7</u>	<u>7</u>	<u>-</u>
<b>City Attorney - 1201</b>					
City Attorney	1	1	1	1	-
Jury Trial Coordinator	1	-	-	-	-
Legal Assistant	1	2	2	2	-
	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>-</u>
<b>Municipal Court - 1202</b>					
Municipal Court Judge	1	1	1	1	-
Clerk of Courts	1	1	1	1	-
Courts Clerk	1	1	1	1	-
Senior Court Clerk	2	2	2	2	-
Ministerial Recorder (Part-time)	1	1	1	1	-
	<u>6</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>-</u>
<b>City Managers Office - 1301</b>					
Assistant City Manager	1	1	1	1	-
City Clerk	1	1	1	1	-
City Manager	1	1	1	1	-
	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>-</u>

**POSITION CONTROL**

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>Difference</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Communications &amp; Marketing - 1401</b>					
Communications & Marketing Specialist	1	1	-	-	-
Communication Manager	1	1	1	1	-
Multi Media Content Producer	1	1	2	2	-
	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>-</u>
<b>Information Technology - 4301</b>					
Information Technology Manager	1	1	1	1	-
Network Administrator	2	1	1	1	-
Research Analyst	1	-	-	-	-
Technical Associate	1	1	1	1	-
Tier 2 Desktop Support Technician	2	2	2	2	-
Tier 2 System Administrator	-	1	1	1	-
	<u>7</u>	<u>6</u>	<u>6</u>	<u>6</u>	<u>-</u>
<b>Human Resources - 4401</b>					
Human Resource Generalist	1	1	1	1	-
Human Resource Director	1	1	1	1	-
Human Resource Technician	2	2	2	1	(1)
	<u>4</u>	<u>4</u>	<u>4</u>	<u>3</u>	<u>(1)</u>
<b>Worker's Compensation - 4403</b>					
Worker's Comp & Safety Manager	1	1	1	1	-
	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	<u>-</u>

**POSITION CONTROL**

	2015-2016	2016-2017	2017-2018	2018-2019	Difference
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Finance - 1602</b>					
Accounting Manager	1	1	1	1	-
Accountant	1	1	1	1	-
Accounting Tech (Payroll)	1	1	1	1	-
Accounting Tech (Revenue)	1	1	1	1	-
Accounting Tech (Revenue) (Part-time)	1	1	1	1	-
Accounting Tech (APIAR)	1	1	1	1	-
Budget & Accounting Director	1	1	1	1	-
Finance & Admin Svc Director	1	1	1	1	-
Administrative Assistant	1	1	1	1	-
Revenue Coordinator	1	1	1	1	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	10	10	10	10	-
 <b>Procurement / Property Management - 1604</b>					
Procurement & Risk Manager	1	1	1	1	-
Purchasing Assistant	1	1	1	1	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	2	2	2	2	-
 <b>Business License Code Enforcement - 1611</b>					
Enforcement Manager	1	1	1	1	-
Enforcement Officer	1	1	1	1	-
Neighborhood Coordinator	-	1	1	1	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	2	3	3	3	-

**POSITION CONTROL**

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>Difference</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Economic Development - 1802</b>					
Economic Development Project Developer	1	1	1	1	-
Economic Development Director	1	1	1	1	-
	<hr/> 2	<hr/> 2	<hr/> 2	<hr/> 2	<hr/> -
<b>Neighborhood Services - 1803</b>					
Community Services Specialist	-	-	1	1	-
Neighborhood Services Director	-	-	1	1	-
	<hr/> -	<hr/> -	<hr/> 2	<hr/> 2	<hr/> -
<b>Property Maintenance Inspections - 1804</b>					
Sr. Code Enforcement Officer	1	1	1	1	-
Code Enforcement Officer	1	1	1	1	-
Nuisance Enforcement Officer (part time)	2	2	2	2	-
Secretary II	1	1	1	1	-
	<hr/> 5	<hr/> 5	<hr/> 5	<hr/> 5	<hr/> -
<b>Engineering - 1810</b>					
Engineering Administrator	1	1	1	1	-
Engineering Inspector	1	1	1	1	-
	<hr/> 2	<hr/> 2	<hr/> 2	<hr/> 2	<hr/> -
<b>Planning - 1812</b>					
Administrative Assistant	1	1	1	1	-
Planning Coordinator	1	1	1	1	-
Planning Director	1	1	1	1	-
Planner	1	1	-	-	-
Senior Planner	-	-	1	1	-
	<hr/> 4	<hr/> 4	<hr/> 4	<hr/> 4	<hr/> -

**POSITION CONTROL**

	2015-2016	2016-2017	2017-2018	2018-2019	Difference
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Inspections - 1814</b>					
Administrative Assistant	1	-	-	-	-
Building Official	1	1	1	1	-
Inspector, Combination	1	1	1	2	1
Inspector, Combination II	2	2	2	1	(1)
Inspector, Combination III	-	-	-	1	1
Permit Clerk	1	2	1	-	(1)
Plans Reviewer	1	1	1	1	-
Senior Building Inspector	1	1	1	1	-
Senior Permit Clerk	-	-	1	1	-
	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>-</u>
<b>Parking Enforcement -1816</b>					
Sr. Parking & Garage Control Officer	1	1	1	-	(1)
Parking Control Officer	-	-	-	1	1
Parking Control Officer - Part-time	1	1	1	1	-
Project Manager (Downtown)	1	1	1	1	-
	<u>3</u>	<u>3</u>	<u>3</u>	<u>3</u>	<u>-</u>
<b>Construction Management - 1820</b>					
Construction Inspector	1	1	1	1	-
Construction Project Manager	1	1	1	1	-
	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>-</u>
<b>Building Maintenance - 1822</b>					
Building Maintenance Electrician	1	1	1	1	-
Building Maintenance Supervisor	1	1	1	-	(1)
Custodian	1	1	1	2	1
Facilities Maintenance Technician I	-	-	-	-	-
Facilities Maintenance Technician II	2	2	1	2	1
Facility Manager	1	1	1	1	-
Heating & Air Condition Technician	-	-	1	1	-
Janitorial Supervisor	-	-	-	1	1
	<u>6</u>	<u>6</u>	<u>6</u>	<u>8</u>	<u>2</u>

**POSITION CONTROL**

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>Difference</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Police Chief's Office - 2110</b>					
Police, Chief	1	1	1	1	-
Police, Lieutenant	2	2	3	3	-
Police, MPO / Patrol	-	1	1	2	1
Police, Sergeant	1	2	1	1	-
Police Accreditation Manager - Part Time	1	1	-	-	-
Operations Analyst	1	1	1	1	-
Executive Assistant	1	1	1	1	-
	<hr/>				
	7	9	8	9	1
<b>Technical Support - 2121</b>					
Police, Major	1	1	1	1	-
Police, MPO / Patrol	-	-	-	2	2
Police, MPO / Sr Inv	-	1	1	1	-
Police, Sergeant	-	-	-	-	-
Police Property & Evidence Technician	2	2	2	-	(2)
Transport / Court Security	1	1	1	-	(1)
Courtroom Security	1	1	1	1	-
Alarm Coordinator	1	-	-	-	-
	<hr/>				
	6	6	6	5	(1)
<b>Records - 2124</b>					
Administrative Assistant	-	-	1	1	-
Police, Public Safety Aide	-	1	3	3	-
Police, Public Safety Aide 1	1	-	1	-	(1)
Police, Public Safety Aide 2	2	3	1	2	1
Police, Public Safety Aide 3	1	-	1	1	-
Police, Public Safety Aide 4	1	3	-	-	-
Police, Quality Control Manager	-	-	1	1	-
Police, Records Manager	1	1	1	1	-
Police, Support Services Manager	1	1	-	-	-
	<hr/>				
	7	9	9	9	-

**POSITION CONTROL**

	<b>2015-2016</b>	<b>2016-2017</b>	<b>2017-2018</b>	<b>2018-2019</b>	<b>Difference</b>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Animal Control - 2125</b>					
Police Animal Control Technician	1	1	1	1	-
Police Animal Service Team Leader	1	1	1	1	-
	<hr/> 2	<hr/> 2	<hr/> 2	<hr/> 2	<hr/> -
<b>Law Enforcement Administration - 2141</b>					
Police, Captain	-	-	-	-	-
Police, Colonel	-	-	-	-	-
Police, Criminal Intelligence Specialist	1	1	1	1	-
Police, Deputy Chief	1	1	1	1	-
Police, Lieutenant	-	-	-	-	-
Police, Major	1	1	1	1	-
Senior Victim Specialist	1	1	1	-	(1)
	<hr/> 4	<hr/> 4	<hr/> 4	<hr/> 3	<hr/> (1)
<b>Patrol - 2142</b>					
Police, Captain	-	-	-	1	1
Police, Lieutenant	4	4	4	7	3
Police, MPO/Crime Prevention	-	-	-	1	1
Police, MPO/Patrol	16	13	15	11	(4)
Police, MPO/SR Inv	1	1	-	-	-
Police, PO I	11	10	10	13	3
Police, PO II	11	18	18	14	(4)
Police, Police Officer	12	12	17	14	(3)
Police, Sergeant	7	7	6	8	2
Police, SPO	18	13	9	11	2
	<hr/> 80	<hr/> 78	<hr/> 79	<hr/> 80	<hr/> 1

**POSITION CONTROL**

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>Difference</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Criminal Investigations - 2144</b>					
Administrative Assistant	-	-	-	1	1
Police CID Assistant	1	1	1	-	(1)
Police Identification Technician	1	1	1	1	-
Police, Captain	1	1	1	1	-
Police, Lieutenant	-	1	1	2	1
Police, MPO/ Patrol	-	1	1	-	(1)
Police, MPO/ SR INV	7	7	10	9	(1)
Police, Narcotics Inspector	1	1	-	-	-
Police, PO II	1	1	2	7	5
Police, Sergeant	4	3	3	3	-
Police, SPO	9	9	6	2	(4)
Police Forensic Technician 2	1	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	26	26	26	26	-
<b>Crime Prevent - 2145</b>					
Police, MPO / Crime Prevention	3	3	3	4	1
Police, MPO / Patrol	1	1	1	1	-
Police, PO II	1	-	-	1	1
Police, Sergeant	1	-	-	-	-
Police, SPO	4	4	4	2	(2)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	10	8	8	8	-
<b>School Guards - 2147</b>					
School Crossing Guards	9	9	9	9	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	9	9	9	9	-

**POSITION CONTROL**

	2015-2016	2016-2017	2017-2018	2018-2019	Difference
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Fire Administration - 2181</b>					
Administrative Assistant	-	-	1	1	-
Fire Apparatus Mechanic	1	1	1	1	-
Fire Assistant Chief	1	-	-	-	-
Fire Captain-Training	1	1	1	-	(1)
Fire Chief	1	1	1	1	-
Fire Marshal	1	1	1	1	-
Fire, Deputy Marshal	1	1	1	1	-
Fire, Division Chief	-	-	-	1	1
Fire, Sr. Deputy Marshal	1	1	1	1	-
Secretary II	1	1	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	8	7	7	7	-
<b>Fire Suppression - 2182</b>					
Fire Acting Battalion Chief	-	-	-	1	1
Fire, Asst. Chief	2	2	2	2	-
Fire Captain	6	6	6	5	(1)
Fire Lieutenant	12	12	12	11	(1)
Fire Sergeant (Acting)	-	-	-	1	1
Fire Sergeant/ Engineer	24	21	17	20	3
Fire, Battalion Chief	3	3	3	2	(1)
Fire, Shift Training Coordinator	-	-	-	1	1
Firefighter	11	18	18	17	(1)
Firefighter, Senior	10	6	10	8	(2)
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	68	68	68	68	-

**POSITION CONTROL**

	2015-2016	2016-2017	2017-2018	2018-2019	<u>Difference</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Public Services Administration - 3101</b>					
Director of Public Works	1	1	1	1	-
Secretary II	1	1	1	1	-
	<hr/>	<hr/>	<hr/>	<hr/>	
	2	2	2	2	-
<b>Grounds Maintenance - 3102</b>					
Crew Leader	4	3	4	4	-
Crew Leader II	2	2	1	1	-
Environmental Services Manager	1	1	-	-	-
GM - Sweeper Operator	-	-	1	1	-
Grounds Maintenance, Groundskeeper	3	2	2	3	1
Grounds Maintenance Coordinator	1	1	1	-	(1)
Grounds Maintenance Manager	-	-	-	1	1
Labor Supervisor	2	2	1	1	-
MEO I	2	1	1	-	(1)
MEO II	2	-	-	-	-
MEO III	5	-	-	-	-
Service Person	7	4	2	1	(1)
Spray / Irrigation Technician	1	1	1	1	-
Senior Service Person	1	4	4	5	1
Tree Cut Groundman	-	1	1	1	-
Tree Maintenance Specialist	1	1	1	1	-
	<hr/>	<hr/>	<hr/>	<hr/>	
	32	23	20	20	-
<b>Traffic Services - 3104</b>					
Administrative Assistant	1	1	1	1	-
Senior / Lead Technician	1	1	1	1	-
Traffic Maintenance Supervisor	1	-	-	-	-
Traffic Maintenance Technician 1	1	-	-	-	-
Traffic Maintenance Technician 2	2	2	2	3	1
Traffic Maintenance Technician 3	1	2	2	1	(1)
Traffic Maintenance Technician 4	-	-	-	-	-
Traffic Senior Supervisor	-	1	1	1	-
	<hr/>	<hr/>	<hr/>	<hr/>	
	7	7	7	7	-

**POSITION CONTROL**

	<u>2015-2016</u>	<u>2016-2017</u>	<u>2017-2018</u>	<u>2018-2019</u>	<u>Difference</u>
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Street Maintenance - 3105</b>					
Engineering Inspector	1	1	1	1	-
Labor Supervisor	1	1	2	2	-
Manager, Street Maintenance	-	-	-	-	-
MEO I	-	-	-	-	-
MEO II	1	1	1	1	-
MEO III	2	2	1	1	-
Service Person	-	-	-	-	-
Senior Service Person	-	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	5	5	5	5	-
<b>Fleet Maintenance - 3141</b>					
Fleet Maintenance Manager	1	1	1	1	-
Foreman-Fleet	1	1	1	1	-
Mechanic I	1	1	1	1	-
Mechanic II	3	3	3	3	-
Mechanic III	2	2	2	2	-
Mechanic IV	1	1	1	1	-
Parts Clerk	1	1	1	1	-
Parts Supervisor	1	1	1	1	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	11	11	11	11	-
<b>Solid Waste - 3161</b>					
Environmental Services Manager	-	-	1	1	-
Labor Supervisor	1	2	3	3	-
MEO I	-	2	4	7	3
MEO II	1	6	7	5	(2)
MEO III	6	8	6	6	-
Solid Waste Coordinator	1	1	1	1	-
Sr. Service Person	2	1	1	1	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	11	20	23	24	1

**POSITION CONTROL**

	2015-2016	2016-2017	2017-2018	2018-2019	Difference
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Community Relations - 1501</b>					
Community Services Coordinator	1	1	1	1	-
Community Services Director	1	1	1	1	-
Community Services Specialist	1	1	-	-	-
MWBE Coordinator	1	1	1	1	-
Neighborhood Coordinator	1	-	-	-	-
Research Analyst	-	1	-	-	-
	<hr/> 5	<hr/> 5	<hr/> 3	<hr/> 3	<hr/> -
<b>Parks &amp; Recreation Admin - 5001</b>					
Administrative Assistant	1	1	-	-	-
Customer Service Coordinator	-	-	1	1	-
Director of Parks & Recreation	-	-	-	1	1
Field Supervisor - Part-time (Summer)	2	2	2	2	-
Parks & Recreation Superintendent	1	1	1	-	(1)
Recreation Supervisor	0.50	0.50	0.50	0.50	-
	<hr/> 4.50	<hr/> 4.50	<hr/> 4.50	<hr/> 4.50	<hr/> -
<b>Special Events - 5009</b>					
Festival Coordinator	1	1	1	1	-
Special Events & Festival Manager	1	1	1	1	-
	<hr/> 2	<hr/> 2	<hr/> 2	<hr/> 2	<hr/> -

**POSITION CONTROL**

	2015-2016	2016-2017	2017-2018	2018-2019	Difference
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Recreation Centers - 5010</b>					
Playground Leaders - Part-time (Summer)	22	22	22	22	-
Playground Site Managers - Part-time (Summer)	3	3	3	3	-
Playground Site Director - Part-time (Summer)	1	1	1	1	-
Recreation Coordinator	-	3	3.75	3.75	-
Recreation Leader - Full-time	-	-	-	1	1.00
Recreation Leader - Part-time - (Permanent)	6	6	6	6	-
Recreation Specialist	3	-	-	-	-
	<u>35</u>	<u>35</u>	<u>35.75</u>	<u>36.75</u>	<u>1.00</u>
<b>Park - 5011</b>					
Crew Leader	1	1	1	-	(1)
Operations Technician	1	1	1	1	-
Park Attendants	5	6	5	4	(1)
Park Manager	1	1	1	1	-
Park Specialist	-	-	-	1	1
Recreation Coordinator	-	2	2	2	-
Recreation Leaders - Part-time	1	1	2	2	-
Recreation Specialist	1	-	-	-	-
Skate Park Supervisor	1	-	-	-	-
	<u>11</u>	<u>12</u>	<u>12</u>	<u>11</u>	<u>(1)</u>

**POSITION CONTROL**

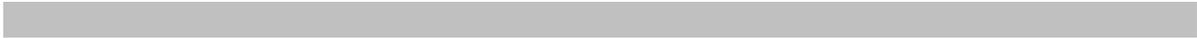
	2015-2016	2016-2017	2017-2018	2018-2019	Difference
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Aquatics - 5012</b>					
Assistant Community Center Director	1	-	-	-	-
Life Guard - Head (Part-time)	1	1	1	2	1
Life Guard - Water Fitness Instructor (Part-time)	1	1	1	-	(1)
Life Guard - Part-time	16	16	16	16	-
Pool Manager - Part-time	2	2	-	-	-
Recreation Coordinator	-	1	0.25	0.25	-
Recreation Supervisor	0.50	0.50	0.50	0.50	-
Swim Instructor - Part-time	6	5	-	-	-
	<u>27.50</u>	<u>26.50</u>	<u>18.75</u>	<u>18.75</u>	<u>-</u>
<b>Athletics - 5013</b>					
Recreation Specialist	1	1	1	1	-
Recreation Supervisor	1	1	1	1	-
	<u>2</u>	<u>2</u>	<u>2</u>	<u>2</u>	<u>-</u>
<b>GENERAL FUND TOTAL POSITIONS</b>	<b>462.00</b>	<b>461.00</b>	<b>454.00</b>	<b>456.00</b>	<b>2.00</b>
<hr/>					
<b>Full Time Positions</b>	382.00	380.00	381.00	384.00	3.00
<b>Part Time Positions</b>	<u>80.00</u>	<u>81.00</u>	<u>73.00</u>	<u>72.00</u>	<u>(1.00)</u>
<b>Total Positions</b>	462.00	461.00	454.00	456.00	2.00

## POSITION CONTROL

	2015-2016	2016-2017	2017-2018	2018-2019	Difference
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Airport - Fund 215 (4101)</b>					
Administrative Assistant	2	2	2	1	(1)
Airport Director	1	1	1	1	-
Airport Flight Line Tech	3	3	3	3	-
Airport Lead Master Technician	-	-	-	1	1
Airport Master Technician	2	2	2	1	(1)
Airport, FBO Line Service Tech	-	-	-	1	1
Airport Fund Total Positions	<u>8</u>	<u>8</u>	<u>8</u>	<u>8</u>	<u>-</u>
<b>Parking - Fund 225 (6020, 6021, 6022, 6023)</b>					
Parking Manager	-	-	-	-	-
Parking Attendant (Part-time)	9	9	9	9	-
Parking Fund Total Positions	<u>9</u>	<u>9</u>	<u>9</u>	<u>9</u>	<u>-</u>
<b>Storm Water Utility - Fund 229 (3108)</b>					
Labor Supervisor	2	2	2	2	-
MEO I	2	2	1	1	-
MEO II	-	-	2	-	(2)
MEO III	3	3	3	5	2
Service Person	1	1	-	-	-
Sr. Service Person	1	1	1	1	-
Storm Water Manager	1	1	1	1	-
Storm Water Utility Fund Total Positions	<u>10</u>	<u>10</u>	<u>10</u>	<u>10</u>	<u>-</u>

**POSITION CONTROL**

	2015-2016	2016-2017	2017-2018	2018-2019	Difference
	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	<u>Budget</u>	
<b>Community Development Block Grant (CDBG)</b>					
<b>Fund 708 (1800)</b>					
Code Enforcement Officer	1	1	1	1	-
Construction Project Administrator	1	1	1	1	-
Housing Services Manager	-	-	-	-	-
Housing Services Specialist	1	1	1	1	-
Paralegal / Administrative Assistant	1	1	1	1	-
CDBG Fund Total Positions	<u>4</u>	<u>4</u>	<u>4</u>	<u>4</u>	-
<b>Victim Assistance - Fund 322 (2154)</b>					
Victims Specialist	1	1	1	1	-
Victim Assistance Fund Total Positions	<u>1</u>	<u>1</u>	<u>1</u>	<u>1</u>	-
<b>Grand Total</b>	<b>494.00</b>	<b>493.00</b>	<b>486.00</b>	<b>488.00</b>	<b>2.00</b>



CITY OF SPARTANBURG, SC

ATTACHMENT - 1

FY 2018 - 2019 - FEE SCHEDULE

#	Fee Name	Fee Descriptions	Fee Amount	Calculation Basis	Department / Division	Collection Method	Collection Basis	Last Time Adjusted	Background of Fee
1	Hospitality Tax Delinquent Fee	Minimum late fee for delinquent Hospitality Tax payments	25.00	Flat fee	Finance / Revenue	Hospitality Tax Form	Monthly / Quarterly Annually	July 1, 2015	Effective July 1, 2015
2	Residential Garbage Fee	Residential Trash Pickup	108.00	Per Residential Unit	PW / Solid Waste	Property Tax Notice	Annually	July 1, 2014	Effective July 1, 2014 this fee increased from \$102 to \$108 Apartment complexes that have five or more units are exempt from this fee.
3	Residential Cart Fee	Additional Roll Cart	90.00	Per Additional Roll Cart	PW / Solid Waste	Finance / Invoice	Annually	June 30, 2008	Increased by 50% in June 2008
4	Commercial Garbage Rate	Commercial Garbage Pickup	40.56	Per Roll Cart	PW / Solid Waste	Finance / Invoice	Quarterly	June 30, 2008	Increased by 50% in June 2008
5	Eleemosynary Garbage Rate	Non-profit Garbage Pickup	65.57	Per Roll Cart	PW / Solid Waste	Finance / Invoice	Quarterly	June 30, 2008	Increased by 50% in June 2008
6	Garbage Stickers	Garbage Bag Stickers	0.78	Per Bag	PW / Solid Waste	Finance / Invoice	Transactional	June 30, 2008	Increased by 50% in June 2008
7	Residential Storm Water Utility Fee	Storm water Drainage Infrastructure	\$30 / \$42	Impervious surface area footprint 1640 sq.ft & <= \$30.00 footprint 1640 sq.ft & >= \$42.00	PW / Storm Water Maintenance	Property Tax Notice	Annually	May 10, 2010	First Implemented, May 10, 2010 implement MS4 permit (Regulated Small Municipal Separate Storm Sewer Systems)
8	Non-Residential Storm Water Utility Fee	Storm Water Drainage Infrastructure	30.00	Per 2,000 sq. ft	PW / Storm Water Maintenance	Finance / Invoice	Semi-Annually	May 10, 2010	First Implemented, May 10, 2010 implement MS4 permit (Regulated Small Municipal Separate Storm Sewer Systems)
9	Site Plan Review Storm Water	Storm Water Site Plan Review	Per Acre	Per Disturbed Acre Minimum Fee \$100	PW / Storm Water Maintenance	Permit	Transactional	May 10, 2010	First Implemented, May 10, 2010 implement MS4 permit (Regulated Small Municipal Separate Storm Sewer Systems)

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 2**  
**FY 2018 - 2019 - FEE SCHEDULE**

<u>#</u>	<u>Fee Name</u>	<u>Fee Descriptions</u>	<u>Fee Amount</u>	<u>Calculation Basis</u>	<u>Department / Division</u>	<u>Collection Method</u>	<u>Collection Basis</u>
1	Parking - Dunbar Street	Dunbar Street Parking Garage	25.00	Per Space	Parking Enterprise Fund	Finance / Invoice	Monthly
2	Parking - Kennedy Street	Kennedy Street Parking Garage	14.50	Per Space	Parking Enterprise Fund	Finance / Invoice	Monthly
3	Parking - Magnolia Street	Magnolia Street Parking Garage	25.00	Per Space	Parking Enterprise Fund	Finance / Invoice	Monthly
4	Parking Garage Fee	Hourly Parking	0.50	Per Hour	Parking Enterprise Fund	Parking Booths	Transactional
5	Parking Garage Fee	Daily Parking	4.00	Per Day	Parking Enterprise Fund	Parking Booths	Transactional
6	Fleet Maintenance	Fleet: fuel, parts, labor	Varies	Cost plus Mark Up	PW / Fleet Maintenance	Finance / Invoice	Monthly
7	Lot Cleaning Fee	Mowing of lot	Varies	Per Lot	Code Enforcement	Finance / Invoice	Per Need
8	Billboard Rent	Billboard parking Lot rent	2,000.00	Per Billboard	Communications & Marketing	Finance / Invoice	Semi-Annually
9	Copies of Court Records	Copies of tickets, documents, etc.	0.15	Per Copy	Municipal Court	Per Transaction	Transactional
10	Return Check Fee	All returned checks / NSF	30.00	Per Returned Check	Finance	Finance / Invoice	Transactional

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 3**  
**FY 2018 - 2019 - POLICE & FIRE FEE SCHEDULE**

<u>#</u>	<u>Fee Name</u>	<u>Fee Descriptions</u>	<u>Fee Amount</u>	<u>Calculation Basis</u>	<u>Department / Division</u>	<u>Collection Method</u>	<u>Collection Basis</u>	<u>Last Time Adjusted</u>	<u>Background of Fee</u>
1	Alarm User Registration Fee	Alarm System Registration	10.00	Per Alarm System	False Alarm Division	Crywolfe / Online	Annually	11/22/2004	According to Alarm Ordinance, if you have an alarm system (either burglar, fire or both) you have to register with the False Alarm Division.
2	Alarm Company Registration	Company Registration	25.00	Per Alarm Company	False Alarm Division	Crywolfe / Online	Annually	11/22/2004	According to the Alarm Ordinance, any contractor (service, install, and/or monitor) with the desire to do business within the City of Spartanburg, must register with the False Alarm Division.
3	False Alarm Fee	False Alarm Fees	-	1st or 2nd Chargeable False Alarm	False Alarm Division	Crywolfe / Online	Annually	11/22/2004	According to the Alarm Ordinance, this applies to any user of an alarm system installed in a home, apartment, building, structure, or facility within the City, whether monitored by an alarm company or not.
			50.00	3rd, 4th, & 5th Chargeable False Alarm					
			100.00	6th & 7th Chargeable False Alarm					
			200.00	8th & 9th Chargeable False Alarm					
			500.00	10th & Above Chargeable False Alarm					
4	Copy charge for incident/wreck reports	Charge for insurance companies and non-involved parties.	3.00	Per Report	Records Division	Per Transaction	Per report	2005	Fee was established to assist with cost for copy, research and mail expenses.
5	Charge for fingerprints.	Charge per fingerprint card.	5.00	Per Card	Records Division	Per Transaction	Per card	2005	Fee was established to assist with cost for supplies that must be maintained for fingerprinting.
6	Research fee.	Charge for research to provide large quantities of information or archived information that must be retrieved manually.	35.00	Per Hour for research time	Records Division	Per Transaction	Per Request	2005	Fee established to help defray cost for time and resources required to locate and access large amounts of archived information. This fee is rarely accessed.
7	Fire Protection	Fire protection outside city limits	200.00	Per Structure	Fire	Invoice	Annual		

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 4**  
**FY 2018 - 2019 - INSPECTION FEE SCHEDULE**

<u>#</u>	<u>fee Name</u>	<u>fee Descriptions</u>	<u>fee Amount</u>	<u>Calculation Basis</u>	<u>Department / Division</u>	<u>Collection Method</u>	<u>Collection Basis</u>	<u>Last Time Adjusted</u>	<u>Background of fee</u>
1	Construction Appeals	Construction Board of Adjustments	\$57.50	per appeal	Building Inspections	construction board of appeals application	upon request for variance	09/26/2006	initiated by the establishment of the City Building Department
2	Building Permits	commercial/residential building construction	\$40.00 min see fee schedule	construction valuation (labor & material cost)	Building Inspections	upon building permit application submittal	initiated by new construction or alterations	09/26/2006	initiated by the establishment of the City Building Department
3	Certificate of Occupancy	for compliance inspection of A new or relocated business	\$40.00	flat fee per business location	Building Inspections	per certificate application submittal	initiated by new construction or alterations	09/26/2006	initiated by the establishment of the City Building Department
4	Demolition Permits	demolition of any structure	Contract price or \$57.50 min	fee based valuation of project	Building Inspections	per demolition application submittal	initiated by the demolishing of any structure	09/26/2006	initiated by the establishment of the City Building Department
5	Electrical Permits	new electrical installations or alterations	\$40.00 min see fee schedule	dependent on amperage and branch circuits	Building Inspections	upon electrical permit application submittal	initiated by new construction or alterations	09/26/2006	initiated by the establishment of the City Building Department
6	Mechanical Permits	new heating/ventilation or air conditioning installations or alterations	\$40.00 min see fee schedule	per equipment installed	Building Inspections	upon mechanical permit application submittal	initiated by new construction or alterations	09/26/2006	initiated by the establishment of the City Building Department
7	Moved Structure Permits	any structure to be relocated in or out of City	\$115.00	per moved structure	Building Inspections	upon moved building permit application submittal	initiated by Moving of structure	09/26/2006	initiated by the establishment of the City Building Department
8	Site Grading Permits	land disturbance for construction	grading value or \$40.00 min	per site work valuation (labor & material cost)	Building Inspections	upon grading permit application submittal	initiated by construction or land disturbance	09/26/2006	initiated by the establishment of the City Building Department
9	Street Cut Permits	cutting streets for new utilities or alterations of existing utilities	\$40.00	flat fee per location	Building Inspections	upon street cut permit application submittal	initiated by construction or need for repairs	09/26/2006	initiated by the establishment of the City Building Department
10	Fire Alarms, suppression, sprinkler & underground main permits	installing any new fire systems or alterations to existing systems	\$40.00 min see fee schedule	per installation valuation (labor & material cost)	Building Inspections	upon fire permit application submittal	initiated by construction or need for alterations	09/26/2006	initiated by the establishment of the City Building Department
11	Plan Review Fees	plan submittal	1/2 of bldg permit fee or \$40.00 min	see building fee schedule	Building Inspections	upon submittal of plans for review and approval	initiated by plan submittal application	09/26/2006	initiated by the establishment of the City Building Department
12	Re-Inspection Fees	2nd & subsequent inspection trips to job site	\$40.00	flat fee per additional re-inspection	Building Inspections	upon not being ready or present for inspections	initiated by inspections	09/26/2006	initiated by the establishment of the City Building Department
13	Plumbing Permits	new plumbing installations or alterations	\$40.00 min see fee schedule	total fee dependent on fixture count	Building Inspections	upon plumbing permit application submittal	initiated by new construction or alterations	09/26/2006	initiated by the establishment of the City Building Department

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 5**  
**FY 2018 - 2019 - PLANNING FEE SCHEDULE**

<u>#</u>	<u>Fee Name</u>	<u>Fee Descriptions</u>	<u>Fee Amount</u>	<u>Calculation Basis</u>	<u>Department / Division</u>	<u>Collection Method</u>	<u>Collection Basis</u>	<u>Last Time Adjusted</u>	<u>Background of Fee</u>
1	Sign Permit Application	Fee charge for businesses to be able to put up a sign	Minimum of \$80.00	Total Contr. Value of job: (Mfg & Instl. Of sign)	Planning Department	Sign Permit Fee	Per Application	09/26/2006	Increased by 15% on September 25, 2006
2	Banner Permit Application	Fee charge for business to be able to put up a banner	\$80.00	2 Banners per Property for 90 days	Planning Department	Banner Permit Fee	Per Application	09/26/2006	Increased by 15% on September 25, 2006
3	Fence Permit Application	Fee charge for resident to put up put up a fence	Minimum of \$80.00	Total Contr. Value of fence	Planning Department	Fence Permit Fee	Per Application	09/26/2006	Increased by 15% on September 25, 2006
4	Encroachment Application	Fee charged for business to be able to put A-Frame sign on sidewalk	\$35.00	Per Business	Planning Department	Encroachment Permit Fee - Sign	Per Application		
5	Encroachment Application	Charge for business to set out table or tables	\$100.00	Per Business	Planning Department	Encroachment Permit Fee - Dining and other	Per Application		
6	Preliminary Plat Review	Preliminary Subdivision Plat Review	\$50.00	Per Subdivision	Planning Department	Prelim. Sub Rev. Fee	Per Application		
7	Final Plat Review	Final Review & Appvl of Subdivision	\$5.00	Per Subdivision	Planning Department	Final Plat Rev. Fee	Per Application		
8	Site Plan Review	Fee for Staff Review of Site Plan	Minimum of \$200.00	Depends on Total Contract Value of Job	Planning Department	Site Plan Review Fee	Per Application	09/26/2006	Increased from flat fee to a fee schedule based on the contract value on September 25, 2006
9	Landscape Plan Review	Fee for Staff to review Landscape Plan, if not submitted w/ site plan	Minimum of \$40.00	Depends on Total Contract Value of Job	Planning Department	Landscape Plan Review Fee	Per Application	09/26/2006	Increased from flat fee to a fee schedule based on the contract value on September 25, 2006

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 6**  
**FY 2018 - 2019 - PLANNING FEE SCHEDULE**

<u>#</u>	<u>Fee Name</u>	<u>Fee Descriptions</u>	<u>Fee Amount</u>	<u>Calculation Basis</u>	<u>Department / Division</u>	<u>Collection Method</u>	<u>Collection Basis</u>	<u>Last Time Adjusted</u>	<u>Background of Fee</u>
10	Variance Application	Fee to file Variance Request to the Zoning Ordinance	\$50.00	Flat Fee	Planning Department	Variance Fee	Per Application	02/09/2004	Established for required advertising cost & mailing notices Amended by Council 02/09/2004
11	Special Exception Application	Fee to file Special Exception to the Zoning Ordinance	\$50.00	Flat Fee	Planning Department	Special Exception Fee	Per Application	02/09/2004	Established for required advertising cost & mailing notices Amended by Council 02/09/2004
12	Appeal Application	Fee to file an Appeal to the Zoning Ordinance	\$50.00	Flat Fee	Planning Department	Appeal Fee	Per Application	02/09/2004	Established for required advertising cost & mailing notices Amended by Council 02/09/2004
13	Single Family Rezoning Application	Charge to apply for a S.F. Rezoning to the Zoning Ordinance	\$100.00	Flat Fee	Planning Department	S-F Rezoning Fee	Per Application	08/09/1999	Established for required advertising costs & mailing notices Amended by Council 08/09/1999
14	Commercial Rezoning Application	Charge to apply for a Commercial Rezoning	\$150.00	Flat Fee	Planning Department	Commercial Rez. Fee	Per Application	08/09/1999	Established for required advertising costs & mailing notices Amended by Council 08/09/1999
15	Multi-Family Rezoning Application	Charge to apply for a Multi-Family	\$150.00	Flat Fee	Planning Department	Multi-Family Rez. Fee	Per Application	08/09/1999	Established for required advertising costs & mailing notices. Amended by Council on 08/09/1999
16	PDD Rezoning Application	Chg. To apply for a Planned Dev. District Rezoning	\$200.00	Flat Fee	Planning Department	Planned Dev. Dist. Rezoning Fee	Per Application	08/09/1999	Established for required advertising costs & mailing notices. Amended by Council on 08/09/1999
17	Zoning Ordinance	Chg for City Zoning Ordinance	\$20.00	Flat Fee	Planning Department	Fee to purchase a Zoning Ordinance	Per Book		Charge for printing of Zoning Ordinance & notebook cost
18	Zoning Map	Chg. For Zoning Map for City	\$4.00	Flat Fee	Planning Department	Fee to purchase color Zoning Map	Per Map		Charge for printing color map
19	Comprehensive Plan	Chg. For Comprehensive Plan	\$8.00	Flat Fee	Planning Department	Fee to purchase color Comp. Plan	Per Comp. Plan		Charge for printing color Comp. Plan
20	Zoning Verification Package	Chg. For Zoning Verification Pkg	\$50.00	Flat Fee	Planning Department	Fee for Package	Per Pkg		Charge for putting package together
21	Design Guidelines Book	Chg. For Design Guidelines Bk	\$8.00	Flat Fee	Planning Department	Fee for Book	Per Book		Charge for copying each book

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 7**  
**FY 2018 - 2019 - PARKS & RECREATION FEE SCHEDULE**

<u>#</u>	<u>Fee Name</u>	<u>Fee Descriptions</u>	<u>Fee Amount</u>	<u>Calculation Basis</u>	<u>Department / Division</u>	<u>Collection Method</u>	<u>Collection Basis</u>	<u>Last Time Adjusted</u>	<u>Background of Fee</u>
1	Community Room Rental - Business	Per Hour Rental (2 hr. min.)	\$35 - \$75	Per Hour	Recreation Centers	Transactional	Contract / Agreement	03/20/2010	Original Fee
2	Community Room Rental - Non-Business	Per Hour Rental (2 hr. min.)	\$50 - \$75	Per Hour	Recreation Centers	Transactional	Contract / Agreement	03/20/2010	Original Fee
3	Swimming Pool (Private)	Per Hour Rental (2 hr. min.)	\$65	Per Hour	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
4	Adult Wellness Center Membership	Daily / Monthly / Yearly	\$5 / \$ 15 / \$135	Daily / Monthly / Yearly	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
5	Senior Citizen (55 & Over) Wellness Ctr Membership	Daily / Monthly / Yearly	\$2 / \$10 / \$100	Daily / Monthly / Yearly	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
6	Family (4 or more) Wellness Center Membership	Monthly / Yearly	\$20 / \$175	Monthly / Yearly	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
7	Ticketed Gymnasium Rental	Per Hour (2 hr. min.) Non-Athletic Event	\$100	Per Hour	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
8	Non-Ticketed Gymnasium Rental	Per Hour (2 hr. min.) Non-Athletic Event	\$75	Per Hour	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
9	Gymnasium-Sanctioned Tournament Rental	With Admissions (12 hour day)	\$350	Per Day	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
10	Gymnasium-Sanctioned Tournament Rental	W/Out Admissions (12 hour day)	\$300	Per Day	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
11	Gymnasium-Non-Sanctioned Tournament Rental	With Admissions (12 hour day)	\$450	Per Day	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
12	Gymnasium-Non-Sanctioned Tournament Rental	W/Out Admissions (12 hour day)	\$400	Per Day	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee
13	Entire Facility (Private)	Certain Rooms Included	\$800	Per Day	PR / C C Woodson	Transactional	Contract / Agreement	03/20/2010	Original Fee

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 8**  
**FY 2018 - 2019 - PARKS & RECREATION FEE SCHEDULE**

<u>#</u>	<u>Fee Name</u>	<u>Fee Descriptions</u>	<u>Fee Amount</u>	<u>Calculation Basis</u>	<u>Department / Division</u>	<u>Collection Method</u>	<u>Collection Basis</u>	<u>Last Time Adjusted</u>	<u>Background of Fee</u>
1	Center Meeting Rooms	Per Hour Rental (2 hr. min.)	\$35	Per Hour	P&R / Northwest Center	Transactional	Contract/Agreement	01/01/2005	Original Fee
2	Gymnasium Rental	Per Hour (2 hr. min.) Non-Athletic Event	\$75	Per Hour	P&R / Northwest Center	Transactional	Contract / Agreement	01/01/2005	Original Fee
3	Gymnasium-Sanctioned Tournament Rental	With or W/Out Admissions (12 hour day)	\$150	Per Day	P&R / Northwest Center	Transactional	Contract / Agreement	01/01/2005	Original Fee
4	Softball/Baseball Field Tournaments City Fields)	Per 12 Hour Day (Add'l hrs. \$35/2hr. Block)	\$150	Per Day	P&R / Parks	Transactional	Contract / Agreement	01/01/2005	Original Fee
5	Ball Field Lights Rental	Per 2 hour Block	\$25	Per 2 Hours	P&R / Parks	Transactional	Contract / Agreement	01/01/2005	Original Fee
6	Industrial League Basketball Team Entry Fee	Per Team	\$300	Per Team	P&R / Athletics	Transactional	Contract / Agreement	12/01/2008	Original Fee
7	Track - Individual Entry Fee	Track-Individual	\$65	Per Person	P&R / Athletics	Transactional	Contract / Agreement	12/01/2008	Original Fee
8	Baseball - Individual Entry Fee	Youth Baseball-Individual	\$15 / \$20	Per Person In-City / Out-of-City	P&R / Athletics	Transactional	Contract / Agreement	12/01/2008	Original Fee
9	Youth Basketball - Individual Entry Fee	Youth Basketball-Individual	\$15 / \$20	Per Person In-City / Out-of-City	P&R / Athletics	Transactional	Contract / Agreement	12/01/2008	Original Fee
10	Youth Football (Little League)-Individual Entry Fee	Youth Football (Little League Football)	\$35	District 7 Only	P&R / Athletics	Transactional	Contract / Agreement	07/01/2008	Original Fee

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 9**  
**FY 2018 - 2019 - PARKS & RECREATION FEE SCHEDULE**

<b>#</b>	<b><u>Fee Name</u></b>	<b><u>Fee Descriptions</u></b>	<b><u>Fee Amount</u></b>	<b><u>Calculation Basis</u></b>	<b><u>Department / Division</u></b>	<b><u>Collection Method</u></b>	<b><u>Collection Basis</u></b>	<b><u>Last Time Adjusted</u></b>	<b><u>Background of Fee</u></b>
1	All Day Admission	In County 12 and under Mon. - Thurs.	\$1	Daily	Skate Park	Transactional	Contract/Agreement	06/01/2009	Original Fee
2	All Day Admission	In County - 12 and under Fri. - Sun.	\$2	Daily	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
3	All Day Admission	In County - 13 and older Mon. - Thurs.	\$2	Daily	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
4	All Day Admission	In County - 13 and older Fri. - Sun.	\$3	Daily	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
5	All Day Admission	Out of County - 12 and under Mon. - Thurs.	\$2	Daily	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
6	All Day Admission	Out of County - 12 and under Fri. - Sun.	\$3	Daily	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
7	All Day Admission	Out of County - 13 and over Mon. - Thurs.	\$3	Daily	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
8	All Day Admission	Out of County - 13 and over Fri. - Sun.	\$4	Daily	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
9	Yearly Pass	In County - 12 and under	\$30	Yearly	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
10	Yearly Pass	In County - 13 and over	\$50	Yearly	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
11	Yearly Pass	In County - Family Plan	\$80	Yearly	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
12	Yearly Pass	Out of County - 12 and under	\$60	Yearly	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
13	Yearly Pass	Out of County - 13 and over	\$60	Yearly	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
14	Yearly Pass	Out of County - Family Plan	\$90	Yearly	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee
15	Birthday Party Rental	Private Birthday Party Rental	\$50	Hourly	Skate Park	Transactional	Contract / Agreement	06/01/2009	Original Fee

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 10**  
**FY 2018 - 2019 - AIRPORT FEE SCHEDULE**

<u>#</u>	<u>Fee Name</u>	<u>Fee Descriptions</u>	<u>Fee Amount</u>	<u>Calculation Basis</u>
1	Hangar Rent / Monthly	T-Hangar	\$275	Set Fee
2	Hangar Rent / Monthly	Small Aircraft, Hangar A/B	\$250	Aircraft Size
3	Hangar Rent / Monthly	Small Aircraft, Hangar D	\$150	Aircraft Size
4	Hangar Rent / Monthly	Medium Aircraft, Hangar A/B	\$350	Aircraft Size
5	Hangar Rent / Monthly	Medium Aircraft, Hangar D	\$280	Aircraft Size
6	Hangar Rent / Monthly	Large Aircraft, Hangar A/B	\$525	Aircraft Size
7	Hangar Rent / Monthly	Large Aircraft, Hangar D	\$175	Aircraft Size
8	Hangar Rent / Nightly	Small Aircraft	\$50	Aircraft Size
9	Hangar Rent / Nightly	Medium Aircraft	\$100	Aircraft Size
10	Hangar Rent / Nightly	Large Aircraft	\$200	Aircraft Size
11	Tiedown / Monthly	Tiedown Monthly	\$45	Set Fee
12	Tiedown / Nightly	Tiedown / Nightly	\$10	Set Fee
13	Hangar Rent / Monthly	RC & A	\$1,250	
14	Hangar Rent / Monthly	Concept Management Corp.	\$600	
15	Hangar Rent / Annual	Johnson Development	\$45,702	\$.25/sq. ft.
16	Annual	Through The Fence - Airflow	\$600	
17	Call Out Fee	Fee for After Hours Service	\$150	
18	Catering Fee	Fee for providing catering service	20% of catering cost	
19	Courtesy Vehicle Fee	Fee for use of Courtesy Car	\$50	2 hour limit exceeded
20	Ground Power Unit Fee	Fee for providing GPU service	\$50	
21	Aviation Fuel	AvGas, 100LL, per gallon	\$3.51 / \$4.10 / \$4.54	Per Gallon
22	Aviation Fuel	Jet A with additive, per gallon	\$2.02 / \$3.19	Per Gallon
23	Fuel Flowage Fee	Flowage Fee, Johnson	\$20,000	Flat rate, > 200,000 gal \$.10 / gal < 200,000 gal
24	Oil	Aero	\$4.50	Per Quart
25	Oil	Aero Shell 80 Mineral	\$4.50	Per Quart
26	Oil	Aero Shell 100W	\$5.50	Per Quart
27	Oil	Aero Shell 100 Mineral	\$7.83	Per Quart
28	Oil	Aero Shell 100 Plus	\$5.80	Per Quart
29	Oil	Aero Shell 15W-50	\$8.77	Per Quart
30	Oil	Exxon Turbo 2380	\$12.75	Per Quart
31	Oil	Phillips X/C 20W-50	\$4.50	Per Quart
32	Transient Ramp Fee	Single Engine Piston	\$10.00	
		Twin Engine Piston	\$20.00	
		Turbo Prop and Jet Aircraft	\$75 / \$100	

**CITY OF SPARTANBURG, SC**  
**ATTACHMENT - 11**  
**FREEDOM OF INFORMATION REQUEST FOR PUBLIC RECORDS**  
**FY 2018 - 2019**

<b><u>FOIA ACTIVITY</u></b>	<b><u>Associated Charges</u></b>
1. <b><u>Search/Retrieval Time</u></b> * First 30 minutes * Every additional 30 minutes	No Charge \$5.00 per every 30 minutes
2. <b><u>Black &amp; White Copies</u></b> Size 8 1/2" x 11" and or legal * First 50 pages * Each additional page  Size 11" x 17"	No Charge 15 cents per page  15 cents per page
3. <b><u>Color Copies</u></b>	20 cents per page
4. <b><u>Digital Copy on CD</u></b>	\$5.00 each
5. <b><u>Digital Video Copy on DVD</u></b>	\$10.00 each
6. <b><u>Accident Report</u></b> * Each copy	\$1.00 each
7. <b><u>Incident Report</u></b> * Each additional copy	\$1.00 each
8. <b><u>Police Mugshot Copy</u></b>	\$3.00 each
9. <b><u>Photographs</u></b> * Digital Copies on Photo CD * Prints	\$2.00 At Cost for Reproduction
10. <b><u>Standard Maps/Plots</u></b> * Up to 11" x 17" size * Anything over 11" x 17"	50 cents per copy \$10.00 per copy