

RICHLAND COUNTY
DEVELOPMENT AND SERVICES COMMITTEE

AGENDA



TUESDAY MAY 20, 2025

5:00 PM

COUNCIL CHAMBERS

Richland County Council 2024-2025



Derrek Pugh
District 2
Vice Chair



Jason Branham
District 1



Gretchen D. Barron
District 7



Tyra Little
District 3



Allison Terracio
District 5



Paul Livingston
District 4



Don Weaver
District 6



Tish Dozier Alleyne
District 8



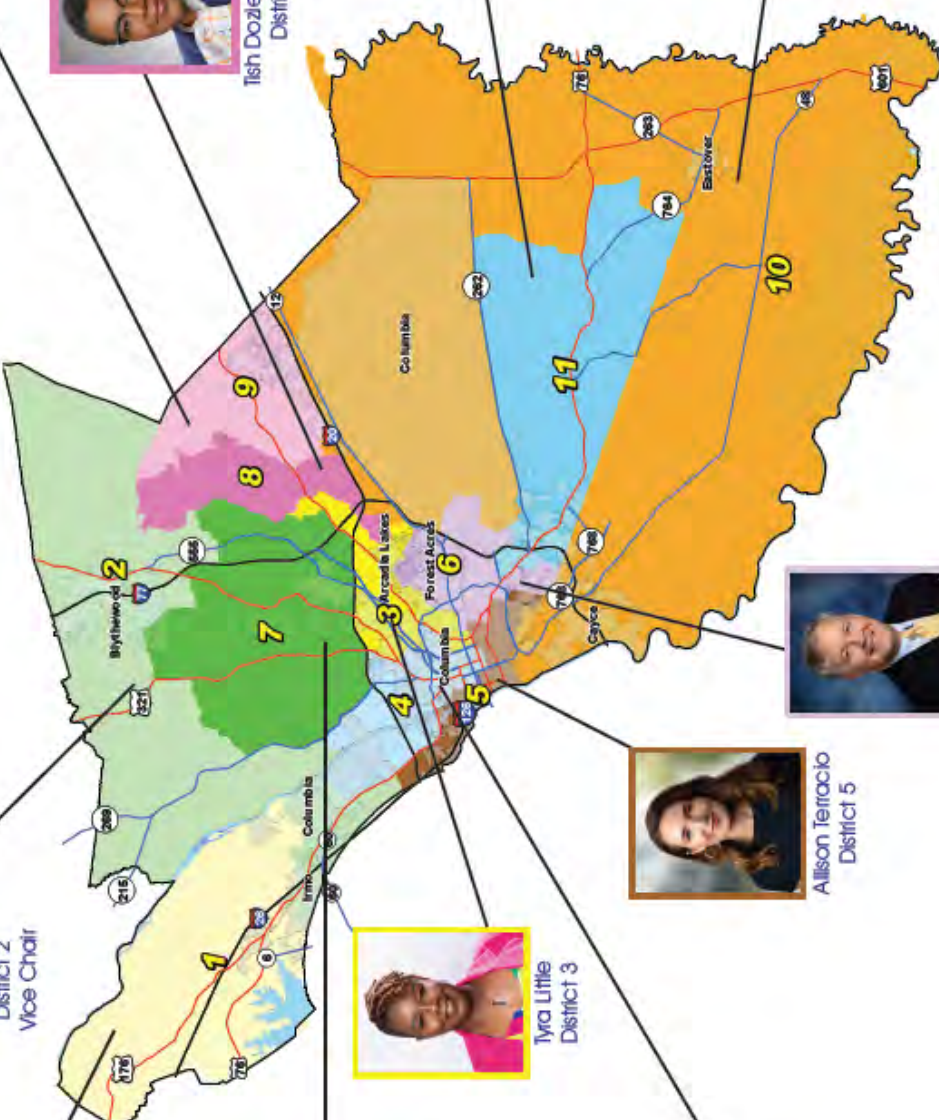
Chakisse Newton
District 11



Cheryl D. English
District 10



Jessica Mackley
District 9
Chair





**Richland County
Development and Services Committee**

AGENDA

May 20, 2025 - 5:00 PM
2020 Hampton Street, Columbia, SC 29204

The Honorable Jason Branham	The Honorable Allison Terracio	The Honorable Gretchen Barron	The Honorable Cheryl English	The Honorable Chakisse Newton, Chair
County Council District 1	County Council District 5	County Council District 7	County Council District 10	County Council District 11

1. **CALL TO ORDER** The Honorable Chakisse Newton, Chair
 - a. Roll Call
2. **APPROVAL OF MINUTES** The Honorable Chakisse Newton
 - a. March 25, 2025 **[PAGES 5-8]**
3. **ADOPTION OF AGENDA** The Honorable Chakisse Newton
4. **ITEMS PENDING ANALYSIS: NO ACTION REQUIRED** The Honorable Chakisse Newton
 - a. I move that County Council direct the County Administrator to research and provide to Council (1) ways to secure title to subdivision roads that were developed but never had ownership transferred to the County and (2) to recommend changes to county ordinances and/or protocols to better assure that future development of subdivision roads includes conveyance of title to the county (unless there is an understanding between the developer and the County that the subdivision roads will intentionally remain privately owned and maintained). [BRANHAM, ENGLISH, and NEWTON - July 2, 2024] **[PAGES 9-12]**
 - b. I move to direct the County Administrator to commission an analysis of the County's residential development permitting processes and standards related to noise, flooding, air pollution, and other environmental impacts, in order to ensure that the County has adopted and is following the most current industry best practices to reduce negative

environmental impacts. This may include recommendations for improving and enhancing the County's Land Development Code, Land Development Design Manual, Comprehensive Plan, Zoning Map, and related documents. [NEWTON, PUGH, BARRON, and TERRACIO - September 10, 2024]] [\[PAGES 13-14\]](#)

- c. For the purpose of preserving the historical character of the Olympia neighborhood, I move to within 12 months create a neighborhood character overlay in tandem with an update to the neighborhood plan for the Olympia neighborhood. During this time a moratorium on new construction, rezoning, demolition, and substantial rehabilitation (50% or more of lot area, building square footage, change in use) will be in place. [TERRACIO and ENGLISH - October 15, 2024] [\[PAGES 15-22\]](#)
- d. I move that the county consider developing a Neighborhood Master Plan that establishes policies and goals related to preservation and development in the Ballentine community with the goal to preserve and promote the desired character of the community while also conserving and protecting the waters and watershed of Lake Murray. [BRANHAM - November 19, 2024] [\[PAGE 23\]](#)

5. ADJOURNMENT

The Honorable Chakisse Newton



Special Accommodations and Interpreter Services Citizens may be present during any of the County's meetings. If requested, the agenda and backup materials will be made available in alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 U.S.C. Sec. 12132), as amended and the federal rules and regulations adopted in implementation thereof. Any person who requires a disability-related modification or accommodation, including auxiliary aids or services, in order to participate in the public meeting may request such modification, accommodation, aid or service by contacting the Clerk of Council's office either in person at 2020 Hampton Street, Columbia, SC, by telephone at (803) 576-2061, or TDD at 803-576-2045 no later than 24 hours prior to the scheduled meeting.



Richland County Council
Development and Services Committee Meeting
MINUTES
March 25, 2025 – 5:00 PM
Council Chambers
2020 Hampton Street, Columbia, SC 29204

COUNCIL COMMITTEE MEMBERS PRESENT: Chakisse Newton, Chair, Jason Branham, Allison Terracio, Gretchen Barron, and Cheryl English

OTHERS PRESENT: Councilman Don Weaver, Anette Kirylo, Patrick Wright, Ashiya Myers, Angela Weathersby, Michelle Onley, Kenny Bowen, Leonardo Brown, Aric Jensen, Jackie Hancock, Kyle Holsclaw, Stacey Hamm, John Thompson, Michael Maloney, Michael Byrd, Quinton Epps, and Synithia Williams

1. **CALL TO ORDER** – Chairwoman Chakisse Newton called the meeting to order at approximately 5:00 PM.
2. **APPROVAL OF MINUTES**
 - a. **February 25, 2025** – Ms. Barron moved to approve the minutes as distributed, seconded by Ms. Terracio.

In Favor: Branham, Terracio, Barron, English, and Newton

The vote in favor was unanimous.
3. **ADOPTION OF AGENDA** – Ms. Barron moved to adopt the agenda as distributed, seconded by Ms. Terracio.

In Favor: Branham, Terracio, Barron, English, and Newton

The vote in favor was unanimous.
4. **ITEMS FOR INFORMATION**
 - a. **Neighborhood Improvement Program/Neighborhood Master Plan Discussion** – Ms. Synithia Williams, Community Planning & Development Director, stated the Neighborhood Master Plan Program was established in FY2003/2004. There were no specific goals outlined for the program. Council approved a Neighborhood Planner position and later funded a program to look at the different neighborhoods within the County that needed revitalization or reinvestment. Staff has created goals over time.

The biggest part of the program is the neighborhood master plans, which are detailed studies of a specific planning area and issues related to that subdivision and its commercial components. The steps to establish a neighborhood master plan are similar to those to create a comprehensive plan.

The first priority areas were identified by Council in 2005. The plans have not been updated or revisited since those areas were identified. The current neighborhood master plans include:
 1. Southeast Richland Neighborhoods – January 2006
 2. Broad River Neighborhoods – October 2007
 3. Decker Boulevard + Woodfield Park – July 2007
 4. Candlewood – March 2009
 5. Crane Creek – January 2010
 6. Trenholm Acres + Newcastle Neighborhoods – January 2010

7. Broad River Corridor – December 2010
8. Spring Hill – March 2014
9. Lower Richland – March 2014
10. Capital City Mill District – November 2017
11. Sandhills Neighborhood – June 2021

Ms. Williams pointed out the Sandhills Neighborhood was not one of the ten original areas identified by Council.

Ms. Newton indicated that the criteria for creating the neighborhood master plans seem somewhat flexible. When she looks back, it is unclear what the results of a significant investment of time and resources have been.

Ms. Williams stated the criteria the neighborhood program is currently operating off of was developed in 2016. The current Comprehensive Plan does incorporate all of the master plans by reference. However, because the master plans were done at different times and not updated, the plans and the Comprehensive Plan sometimes conflict.

Some small-scale projects (e.g., monuments, murals, community cleanups) have been implemented over time. One of the plans recommends creating the Olympia Neighborhood Character Overlay District. One challenge has been that the master plans will call out large capital projects that may not be the best fit for the Community Planning & Development Department. For example, the plan may call for a park, but no one is designated to maintain the park.

Ms. Barron asked how to best communicate to the constituents what is and is not appropriate for a master or Comprehensive Plan.

Ms. Williams stated the Comprehensive Plan is a comprehensive look across the County. Therefore, we may say there is a need for more parks and recreation. If you identify an area that needs revitalization, a recommendation could be that it would benefit from a park, gym, etc. We would then work with the providers who can support this initiative.

Some priority investment areas align with the previously outlined neighborhood master planning areas. The question is, are those priority investment areas still relevant, or do we need to identify new priority investment areas? If there are areas we want to preserve or protect, there are other things we can do that may not require a neighborhood master plan.

Ms. Newton inquired if staff needed action from Council to move forward.

Ms. Williams responded staff's recommendation is to look at updating plans on a schedule similar to what we do with the Comprehensive Plan. In addition, she would like to bring recommendations to Council on how we identify these priority and protection areas.

Mr. Branham indicated that nothing being discussed this afternoon is intended to be a wet blanket on the objectives being worked on in District 1.

Ms. Barron asserted she believes the Comprehensive Plan should be treated as a living, breathing document that is periodically reviewed.

5. **ITEMS FOR DISCUSSION/ACTION**

- a. Direct the Administrator to research and present to Council current law and benefits of enacting impact fees in Richland County. The purpose is to help reduce the tax burden on residents by not having to pay the complete cost of development in Richland County [MALINOWSKI/NEWTON, PUGH, and BARRON – January 3, 2023] – Ms. Newton noted Council members were requested at the last meeting to submit their questions regarding impact fees so we could have an additional discussion. Staff's recommendation is to forward the report to Council for acceptance. If we want to move forward with impact fees, hiring a consultant would be required.

Mr. Weaver inquired if the committee is recommending all the possible fees or if that is what we are asking the consultant to do.

Ms. Newton replied the committee would not be recommending all of the fees.

Mr. Branham indicated he would be interested in discussing the impact fee scenario prepared by Assistant County Administrator Aric Jensen.

Mr. Jensen stated he looked at eleven (11) different communities that have impact fee programs. He then plugged the 2023 data from our building permit department into the fee schedules for each community to determine what revenue would be generated. He declared you could do one or several categories, whatever Council feels appropriate.

Mr. Weaver stated for clarification, we are only talking about permits for new construction.

Mr. Jensen responded in the affirmative.

Ms. Newton received a question regarding why the report did not address schools, parks, libraries, and facilities.

Mr. Jensen replied the scope of the study was specifically for items within Council's stewardship.

Ms. Newton stated, hypothetically, if there were an impact fee where dollars were targeted towards recreation, would the group that manages recreation be the sole determiner of how they were spent?

Mr. Jensen indicated that an impact fee is typically distributed to the organization to which it is assigned, and they determine its use.

Ms. Newton asked if the organizations are able to create impact fees or if Council is the only body with jurisdiction to create impact fees.

The County Attorney Patrick Wright responded that cities or counties could create impact fees, but not other entities.

Ms. Newton asserted if we create a set of impact fees, we are not bound by them forever.

Mr. Jensen replied that the fees could be modified by ordinance.

Ms. Barron pointed out there are specific projects she would like to see funded with the impact fees collected. The challenge is that we are responsible for receiving the dollars, but we do not have any say as to how they are spent.

Mr. Jensen declared that establishing an impact fee program requires substantial planning and documentation. You decide in advance what the funds will be used for. You have to specifically identify and say the need is created by the growth. The program is very structured, and Council has limited control within certain bounds.

Ms. Barron acknowledged she feels comfortable with the areas Council stewards and those projects. It helps us to align with the Strategic Plan.

Ms. Barron moved to forward to Council for further action and guidance as deemed appropriate, seconded by Ms. Terracio.

In Favor: Branham, Terracio, Barron, English, and Newton

The vote in favor was unanimous.

6. **ITEMS PENDING ANALYSIS**

- a. I move that County Council direct the County Administrator to research and provide to Council (1) ways to secure title to subdivision roads that were developed but never had ownership transferred to the County and (2) to recommend changes to county ordinances and/or protocols to better assure that future development of subdivision roads includes conveyance of title to the county (unless there is an understanding between the developer and the County that the subdivision roads will intentionally remain privately owned and maintained.) [BRANHAM, ENGLISH, and NEWTON – July 2, 2024] – Ms. Williams provided an updated list of the 42 subdivision roads that remain outstanding. There was a meeting on March 11, 2025, to discuss next steps. The companies or LLCs are willing to give the County title, but there may be connectivity issues if a private citizen holds title to a portion of the road. The Right-of-Way agent is working to reach out to the seven individuals and LLCs with title to the roads.

Mr. Branham asked how many of the remaining roads are in something that looks like a traditional subdivision, and residents have an expectation and belief the roads are county-maintained.

Ms. Williams responded many of the roads are in subdivisions where residents would expect them to be county-maintained. When the citizens called the Public Works Department, they attempted to explain the situation.

- b. I move to direct the County Administrator to commission an analysis of the County's residential development permitting processes and standards related to noise, flooding, air pollution, and other environmental impacts, in order to ensure that the County has adopted and is following the most current industry best practices to reduce negative environmental impacts. This may include recommendations for improving and enhancing the County's Land Development Code, Land Development Design Manual, Comprehensive Plan, Zoning Map, and related documents. [NEWTON, PUGH, BARRON, and TERRACIO – September 10, 2024] – The recommendation is to include the best practices identified during the update of the Comprehensive Plan in the next update of the Land Development Manual and Land Development Code.
- c. For the purpose of preserving the historical character of the Olympia neighborhood, I move to within 12 months create a neighborhood character overlay in tandem with an update to the neighborhood plan for the Olympia neighborhood. During this time a moratorium on new construction, rezoning, demolition, and substantial rehabilitation (50% or more of lot area, building square footage, change in use) will be in place [TERRACIO and ENGLISH – October 15, 2024] – Ms. Williams stated a draft moratorium ordinance will be on the April 1, 2025, Council agenda. She noted the Planning Commission had additional questions regarding the overlay district at their March 2025 meeting. Those questions will be addressed at the next Planning Commission meeting.
- d. I move that the county consider developing a Neighborhood Master Plan that establishes policies and goals related to preservation and development in the Ballentine community with the goal to preserve and promote the desired character of the community while also conserving and protecting the waters and watershed of Lake Murray. [BRANHAM – November 19, 2024] – Ms. Williams stated Community Planning & Development staff met with Assistant County Administrator Jensen and Mr. Branham to gather additional information about a potential master plan for the Ballentine area. In addition, there was a discussion regarding the possible development of a Commercial Corridor Overlay District along Highway 76 and utilizing the current Water Resource Overlay district in the Land Development Code to protect Lake Murray.

7. **ADJOURNMENT** – Ms. Barron moved to adjourn the meeting, seconded by Ms. Terracio.

In Favor: Branham, Terracio, Barron, English, and Newton

The vote in favor was unanimous.

The meeting adjourned at approximately 5:54 PM.



Informational Agenda Briefing

Prepared by:	Synithia Williams	Title:	Director
Department:	Community Planning & Development	Division:	
Date Prepared:	April 29, 2025	Meeting Date:	May 20, 2025
Approved for consideration:	Assistant County Administrator	Aric A Jensen, AICP	
Meeting/Committee	Development & Services		
Subject:	I move that County Council direct the County Administrator to research and provide to Council (1) ways to secure title to subdivision roads that were developed but never had ownership transferred to the County and (2) to recommend changes to county ordinances and/or protocols to better assure that future development of subdivision roads includes conveyance of title to the county (unless there is an understanding between the developer and the County that the subdivision roads will intentionally remain privately owned and maintained). [Branham (District 1), English (District 10), Newton (District 11)]		

At the 02 July 2024 Council meeting, the following motion was made and assigned to the Development & Services committee:

I move that County Council direct the County Administrator to research and provide to Council (1) ways to secure title to subdivision roads that were developed but never had ownership transferred to the County and (2) to recommend changes to county ordinances and/or protocols to better assure that future development of subdivision roads includes conveyance of title to the county (unless there is an understanding between the developer and the County that the subdivision roads will intentionally remain privately owned and maintained). [Branham (District 1), English (District 10), Newton (District 11)]

The internal team working on this project met on April 15, 2025. Of the 42 remaining outstanding roads reported to the Committee in March, the Department of Public Works has obtained the right-of-way of four roads in Heritage Hills Phase 2b and six roads in Willow Lake Phase 2.

Of the 32 remaining roads, six are owned by private citizens and 26 are owned by corporations (Attachment 1). The team anticipates little difficulty with obtaining right-of-way from the roads owned by corporations unless they are not contiguous with a publicly maintained road. For example, Devon Green Phase 1 is privately owned while Devon Green Phase 2 & 3 is owned by the development corporation.

The Department of Public Works will continue to work to obtain ownership of the roads owned by corporations that are contiguous with a publicly maintained road. If there is no response from the remaining private citizens, the Department of Public Works will look into the process to potentially obtain the roads via condemnation.

There is an additional list of all subdivisions with privately owned roads in the County. The Department of Public Works will continue to verify how many of the roads in the 229 private subdivisions (70 miles of roadway) should be considered abandoned and require conveyance to the County.

ATTACHMENTS:

1. List of Abandoned Roads from 2020 and 2013

Subdivision	Road Name	Owner of Record	TMS Number	District
North Lake Shore Point	Angela Dawn Ct	Michael Hydrick	02408-05-08	1
Willow Lake Commons Phase 2	Weeping Willow Circle	Willow Commons HOA-VIP Developers	R17705-02-03	2
Willow Lake Commons Phase 2	Willow Glen Circle	Willow Commons HOA-VIP Developers	R17705-02-03	2
Willow Lake Phase 2	Knot Court	John Backhaus	17106-08-10	2
Willow Lake Phase 2	Pine Loop Court	John Backhaus	17106-08-10	2
Willow Lake Phase 2	Pine Loop Drive	John Backhaus	17106-08-10	2
Willow Lake Phase 3	Oak Lake Court	John Backhaus	17705-02-01	2
Willow Lake Phase 3	Old Hickory Court	John Backhaus	17705-02-01	2
Willow Lake Phase 3	Sand Oak Court	John Backhaus	17705-02-01	2
Beasley Creek Phase 1A	Beasley Creek Drive	Beasley Creek Estates LLC	R14808-05-02	7
Beasley Creek Phase 1A	West Bowmore Drive	Beasley Creek Estates LLC	R14808-05-02	7
Beasley Creek Phase 1B	Beasley Creek Drive	Beasley Creek Estates LLC	R14807-03-01	7
Beasley Creek Phase 1B	East Bowmore Drive	Beasley Creek Estates LLC	R14807-03-02	7
Beasley Creek Phase 1B	Glen Ord Court	Beasley Creek Estates LLC	R14807-03-02	7
Beasley Creek Phase 1B	Sardis Court	Beasley Creek Estates LLC	R14807-03-01	7
Beasley Creek Phase 1B	Tormore Court	Beasley Creek Estates LLC	R14807-03-02	7
Heritage Hills Phase 2B	Burnwood Ct	Sandra Elliott	14703-03-01	7
Heritage Hills Phase 2B	Cedar Edge Ct	Sandra Elliott	14703-03-01	7
Heritage Hills Phase 2B	Heritage Hills Dr (Portion of)	Sandra Elliott	14703-03-01	7
Heritage Hills Phase 2B	Hickory Knoll Rd	Sandra Elliott	14703-03-01	7
Devon Green Phase 1	Moody View Ct	Lynda Montgomery	20210-05-01	8
Devon Green Phase 1	Sonny Ct	Lynda Montgomery	20210-05-01	8
Devon Green Phase 1	Jaybird Ln (Portion of)	Lynda Montgomery	20210-05-01	8
Devon Green Phase 2 & 3	Jaybird Ln (Portion of)	Brookhaven Development Co. Inc	20210-05-02	8
Devon Green Phase 2 & 3	Reidy Ct	Brookhaven Development Co. Inc	20210-05-02	8
Rice Creek Farms	Rice Creek Farms Road	Washington Scott	20300-02-55	8
Rice Creek Farms	Rice Creek Farms Road	SECURITY FEDERAL BANK	20300-02-04	8
Rice Creek Farms	Rice Creek Farms Road	Hurricane Construction Inc	20312-06-01	8
Rice Creek Farms	Rice Creek Farms Road	Rice Point Columbia LLC	20300-02-42	8
Rice Creek Farms	Rice Creek Farms Road	Rice Point Columbia LLC	20300-02-49	8
Rice Creek Farms	Rice Meadow Way	Rice Point Columbia LLC	20310-06-02	8
Rice Creek Farms	Rice Meadow Way	Rice Point Columbia LLC	20300-02-51	8
Rice Creek Farms	Rice Meadow Way	Hereafter Roofing LLC* Antonio Jacobs	20300-02-32	8
Rice Creek Ridge	Buttonbush Court	Rice Creek Farms Partnership	20307-06-03	8
Rice Creek Ridge	Sand Iris Court	Rice Creek Farms Partnership	20307-06-03	8
N/A: Graces Way (Only needs sidewalks)	Graces Way	Sparkleberry LLC	22812-02-02	9
N/A: Graces Way (Only needs sidewalks)	Graces Way	GRI-EQY(Sparkleberry Square)LLC	22909-03-17	9
Wildewood: Old Still Rd	Old Still Rd	Wildwood I Associates	22806-01-10	9

Wildewood: Old Still Rd	Old Still Rd	Wildwood III Associates	22801-04-11	9
Sageland Place Phase 1	Sageland Place	Centerline Development LLC	19705-01-02	10
Sageland Place Phase 1	Thyme Circle	Centerline Development LLC	19705-01-02	10



Informational Agenda Briefing

Prepared by:	Synithia Williams	Title:	Director
Department:	Community Planning & Development	Division:	
Date Prepared:	February 18, 2025	Meeting Date:	February 25, 2025
Approved for consideration:	Assistant County Administrator	Aric A Jensen, AICP	
Meeting/Committee	Development & Services		
Subject:	“I move to direct the County Administrator to commission an analysis of the County’s residential development permitting processes and standards related to noise, flooding, air pollution, and other environmental impacts, in order to ensure that the County has adopted and is following the most current industry best practices to reduce negative environmental impacts. This may include recommendations for improving and enhancing the County’s Land Development Code, Land Development Design Manual, Comprehensive Plan, Zoning Map, and related documents.”		

At the September 10, 2024 Council meeting, the following motion was made and assigned to the Development & Services committee:

"I move to direct the County Administrator to commission an analysis of the County's residential development permitting processes and standards related to noise, flooding, air pollution, and other environmental impacts, in order to ensure that the County has adopted and is following the most current industry best practices to reduce negative environmental impacts. This may include recommendations for improving and enhancing the County's Land Development Code, Land Development Design Manual, Comprehensive Plan, Zoning Map, and related documents. [NEWTON, PUGH, and BARRON (September 10, 2024)]."

Richland County adopted the updated Land Development Manual (LDM) in 2022. The LDM incorporates practices to mitigate environmental stormwater impacts which are above industry standards. For example, the new design standards require a site to infiltrate the runoff from a majority of storm events, show that there is an 85% reduction in the annual total suspended solid loading, or demonstrate the post development pollution loading doesn't exceed pre-development pollutant loading. The LDM also incorporates water quality buffers to protect waterways during and after construction.

To qualify for the National Flood Insurance Program, a federally backed flood insurance program, the County has adopted and enforces a Floodplain Management Ordinance to regulate development in flood hazard areas, protect human life and health, minimize property damage, and encourage appropriate construction practices. The County's Floodplain Manager position is currently open, and the Floodplain Manager duties were added as additional duties to the County's Zoning Administrator. Having a full time Floodplain Manager who can oversee the Floodplain Management Program and make recommendations to further improve the County's ranking in the NFIP program could strengthen this program.

The new Land Development Code adopted in March 2023 included thorough vetting and input from the public and stakeholders. The new Code includes updated industry standards related to zoning and new

development but is not in perfect alignment with the 2015 Comprehensive Plan. The update of the Comprehensive Plan in 2025 will generate an updated future land use map which may require future revisions to the Land Development Code to meet the goals in the Comprehensive Plan.

One of the requirements of the Comprehensive Plan is a natural resources element. The Comprehensive Plan will include an inventory of existing conditions, a statement of needs and goals, and provide implementation strategies with time frames. The strategies for natural resource protection may result in recommendations to further improve the County's ordinances or policies.

The County does not issue air quality permits for business or industries. That is a service provided by the SC Department of Environmental Services. However, Section 10-3 of the Richland County Code of Ordinances: Open burning on the premises of undeveloped properties for the purpose of land clearing or right-of-way maintenance. Prevents open burning associated with land clearing or in the right-of-way during ground level ozone season (April 1 - October 30). Ground level ozone is a pollutant that forms when certain chemicals react in heat and sunlight. Ground level ozone can cause breathing problems for people with respiratory illness, children or the elderly. It is unclear if this ordinance is currently enforced, but enforcement of the ordinance can reduce air pollution related to burning associated with land clearing during construction.

County Ordinance 18-3 regulates noise; however, noise generated by any construction, demolition equipment, or mineral extractions is exempt from the regulation. If a complaint about noise from a construction site is received by Community Planning and Development staff, the Building Official will contact the contractor and notify them of the complaint, and, in some cases, if the work is being done in a neighborhood, the contractor will try to start work later in the day and end before it gets dark.

The above-mentioned strategies can be completed with internal staff, however, if a more in-depth review of all County ordinances and regulations is required, it is recommended that an outside consultant is solicited to do an environmental analysis of County Ordinances. This is not currently budgeted and could be considered for inclusion in the Fiscal Year 26 budget.

Next Steps:

- Utilizing the results of the County's Stormwater Annual Report, continue to monitor the benefits of the updated water quality standards.
- Proceed with hiring a full time Floodplain Manager to ensure proper implementation and enforcement of the Floodplain Management ordinances. Task the new Floodplain Manager with a goal of identifying ways to improve the County's rating in the National Flood Insurance Program.
- Complete the Comprehensive Plan update and make changes to the County's zoning and land development codes based on the Plan's recommendations for future land use and natural resource protection.
- Enforce ordinance 10-3 to reduce air pollution associated with land clearing burning during construction.
- Consider budgeting to have an outside consultant provide an environmental assessment of all County ordinances.

The recommendation is to include any best practices identified during the update of the Comprehensive Plan in the next update of the Land Development Manual and Land Development Code.



Informational Agenda Briefing

Prepared by:	Synthia Williams	Title:	Director
Department:	Community Planning & Development	Division:	
Date Prepared:	April 2, 2025	Meeting Date:	May 20, 2025
Approved for consideration:	Assistant County Administrator	Aric A Jensen, AICP	
Meeting/Committee	Development & Services		
Subject:	For the purpose of preserving the historical character of the Olympia neighborhood, I move to within 12 months create a neighborhood character overlay in tandem with an update to the neighborhood plan for the Olympia neighborhood. During this time a moratorium on new construction, rezoning, demolition, and substantial rehabilitation (50% or more of lot area, building square footage, change in use) will be in place.		

At the October 15, 2024 Council meeting, the following motion was made and assigned to the Development & Services committee:

"For the purpose of preserving the historical character of the Olympia neighborhood, I move to within 12 months create a neighborhood character overlay in tandem with an update to the neighborhood plan for the Olympia neighborhood. During this time a moratorium on new construction, rezoning, demolition, and substantial rehabilitation (50% or more of lot area, building square footage, change in use) will be in place."

Neighborhood Character Overlay District:

The Planning Commission considered the draft wording for the Olympia Neighborhood Overlay District at their April 7, 2025 meeting (Attachment 1). At the meeting, the Commission agreed to defer the vote due to additional comments received by the public. The yellow highlights represent changes made based from the public meetings and Planning Commission questions; the blue highlights represent the changes made based on the citizen feedback before the April 7th Planning Commission meeting.

The Planning Commission will have a work session on the changes to the Overlay District at their May 5th meeting.

Moratorium in the Olympia Neighborhood:

At its April 15th meeting, Council approved second reading of a moratorium on the issuance of permits, approval or authorizations for new construction, rezoning, and rehabilitation in the area for six months or until the proposed overlay is approved.

ATTACHMENTS:

1. Draft Standards for the Olympia Neighborhood Character Overlay District

Neighborhood Character Overlay Olympia Mill Village

(1) Purpose

The purpose of the Neighborhood Character Overlay – Olympia Mill Village is to preserve and protect the architectural style and characteristics of the historic mill houses and other historic structures in the Olympia neighborhood. The overlay also seeks to encourage any change in the neighborhood, whether through new builds, renovations, or demolitions, to reflect and contribute to the architectural character of the historic neighborhood.

(2) Applicability

- (a) The overlay standards are applicable for renovations and demolitions to historic structures as determined by architectural type, as referenced in the Olympia Architectural Overlay Style Guide (Style Guide), and date of construction within the period of significance. The standards also apply to new construction and major renovations of non-historic structures within the overlay district.
 - Old Hill Period of Significance: 1900-1903, 1914-1915
 - New Hill Period of Significance: 1940s
- (b) The overlay standards are applicable to any structure permitted after adoption of these standards.
- (c) Overlay standards are applicable to features of parcel that are visible from the public right-of-way.
- (d) The boundaries of the overlay include all unincorporated parcels within the boundaries of the ~~Capital City Mill District Master Plan area~~ Olympia Mill Village Historic District, as defined by the National Register of Historic Places.
- (e) Any standards not addressed by the overlay shall defer to the standards of the underlying zoning district.

(3) Standards for ~~NC-O Districts~~ NC-O OMV

~~Each NC-O district shall establish standards for development and redevelopment, including, but not limited to, standards addressing:~~

(a) Location of proposed buildings or additions;

- (i) ~~Primary buildings shall be located in the middle of the lot with equal front/rear setbacks and equal side yard setbacks.~~ Detached garages and accessory structures (not including carports) shall be in the rear of the primary building.
- (ii) Additions shall be made toward the rear of the property. They shall not align with the front façade, nor project in front of the original front façade.
- (iii) Additions to non-historic structures shall not increase the total floor area by more than 25%, based on floor plan at time of adoption of these standards.

(b) Required yards;

- (i) Front yard setbacks shall align with the ~~other historic façade~~ setbacks of any historic houses on the block. ~~Side yard setbacks shall be equal on both sides of the primary building.~~

(c) Building height;

- (i) Historic buildings shall be limited to one or two stories, depending on the original housing type, with maximum story height defined by Land Development Code.
- (ii) A two-story addition to a one-story building shall be built at the rear of the historic building. (The roof height of the new addition shall be as low as possible to minimize visual impact.)

(d) Building size (for principal and accessory structures);

- (i) Building footprints shall be of a ~~are simple design, typically~~ rectangular or L-shape, depending on the historic housing type defined in the Style Guide.
- (ii) ~~The building footprint of a new build shall reflect that of the house across the street, if that house is a historic building.~~ The building footprint of a new build shall not be the same as that of the houses on either side, if those houses are historic buildings.
- ~~(iii) On large lots, the new Massing of new builds shall be at the same scale of the houses along the street not exceed maximum square footage of largest historic house along the street and across the street, determined by the street address of the parcel.~~

(e) Building orientation;

- (i) New builds shall be oriented the same as the building across the street, determined by the street address of the parcel, if that building is historic.

(f) Exterior building materials and colors;

- (i) Historic houses: ~~Damaged~~ Exterior walls shall be repaired with like materials that match or simulate the weathered material of the original structure in color and texture. Only sections that are deteriorated beyond repair shall be replaced. ~~Wood or cementitious fiberboard siding-~~ Siding materials must match or simulate the original siding in size and scale. ~~Aluminum and vinyl siding are not allowed.~~
- (ii) Additions to historic houses: Additions shall only be made of wood lap siding or fiber cement board siding. Plywood or metal siding is not allowed. Differentiating the exterior wall materials of the addition from the existing house by using a different compatible material can be acceptable if the scale is maintained.
- (iii) New builds: Exterior wall material of new construction shall be constructed of materials that can be found on other houses within the neighborhood. Primary building materials such as wood need to be used in comparable ways that they were used on historic buildings. For example, lap wood siding was historically used in a horizontal pattern; using lap wood siding vertically is not allowed.

(g) Building roof line and pitch;

- (i) Roof shapes on historic houses shall be either ~~hipped~~, side-gable, front-gable, or cross-gable. There are also hipped roofs and shed roofs on porches. The original roof shape and slope as seen from the street shall be maintained. Multiple peaks and complex roofs are not allowed. Dormers and decorative gable ends are not allowed.
- (ii) Roof materials shall duplicate the appearance and profile of the historic materials ~~whenever possible~~. The color of the new roofing material shall be comparable to the color of the historic material. ~~Metal roofs are not allowed.~~
- (iii) Roofs on additions shall not be visible above the ridgeline of the original roof. If it is not possible for the roof to be below the original ridgeline, the new roof shall be a simple roof style gable or hipped. The slope of the roof shall match the slope of the existing

house. Roof materials shall match **or simulate** ~~or be similar to~~ roof materials on the existing house in color, scale, and texture.

- (iv) Roofs on new builds shall be a simple **hipped**, front-gable, or side-gable, reflecting the character of the roofs of existing houses within the neighborhood. Multiple peaks on roofs are not allowed. Dormers and eyebrow windows are not allowed.

(h) Garages and garage location;

- (i) Garages and sheds shall be placed in the rear of the lot, behind the primary building.
- (ii) Carports shall be located on the side of the primary building and shall be placed a minimum of 10' **behind** ~~from~~ the front façade.

(i) Building foundation treatment;

- (i) Historic structure foundations have pier and beam construction. Foundation skirts of historic buildings shall be made of wooden lattice, brick, concrete block, or stucco sheathing.
- (ii) **New builds shall have the exterior appearance of pier and beam construction or the appearance of foundation skirting, similar to the historic houses in the neighborhood.**

(j) Front porches;

- (i) Historic houses in Old Hill: The original front porch elements such as columns, balustrades, and decorative trim shall be retained. Damaged elements shall be repaired whenever possible. Elements deteriorated beyond repair shall only be replaced by using materials that match **or simulate** the original. If original porch features are missing, there must be sufficient documentation to accurately reproduce missing elements. Addition of porch elements that were not historically present is not allowed, **with the exception of handrails.** **The removal of non-historic porch elements is allowed.**
- (ii) Enclosing front porches is not allowed, but screening is acceptable. If a front porch is screened, it shall be constructed so that the primary architecture elements are still readily visible from the street. The addition of screen materials must be made in a manner that is reversible and does not damage any historic features.
- (iii) New porches or decks shall not be added to a front elevation if one never existed.
- (iv) Historic houses in New Hill: Original stoop elements, such as gable or shed projecting roofs and stoop columns, must be retained. These elements must be decorative metal or wood posts and turned columns, as appropriate.
- (v) Adding a stoop that was not originally present is not allowed.
- (vi) Enclosing front stoops is not allowed. Enclosing side stoops with the same siding as on the main body of the house is allowed.
- (vii) New construction in Old Hill shall have a front porch. Porch columns, railings, balustrades, and detailing should reflect the simple details of the original houses.
- (viii) New construction in New Hill shall have a front stoop and a side stoop. Stoop roofs shall be front-gable or shed. Railings shall be decorative metal or wood posts.

(k) Landscaping and screening;

- (i) Street trees shall be large canopy trees that are 40-50' in height at maturity. Smaller ornamental trees should be planted nearer to the primary building. Shrubs should be limited to foundation plantings and shall be no more than 10' in height.

- (ii) Yards shall be grass or low plantings. Front yards shall not be paved or graveled, **except for permitted driveways and walkways.**
- (iii) All plantings should be native and noninvasive species.
- (iv) Front yard fences shall be constructed with wooden pickets, woven wire in historic patterns, or welded wire mesh ~~or chain link~~. Front yard fences must be no higher than 42" in height **and at least 50% visually permeable.**

(l) Paving requirements or limitations;

- (i) Driveways ~~and curb cuts~~ must be no more than 12' wide.
- (ii) Driveways shall be located to the side of the lot and must not be directly in front of a house.
- (iii) A shared driveway with the neighboring property is allowed. The shared driveway shall not be wider than 12'.
- (iv) Front yards shall not be paved or graveled, **except for permitted driveways and walkways.**

(m) Required features on a front façade;

- (i) Required front features on historic houses must be maintained according to the house type.

(n) Views of or from specific locations;

- (i) New additions shall ~~not overwhelm or overshadow~~ **complement and be subordinate to** the existing building. ~~They shall appear subordinate~~ and shall be located as inconspicuously as possible. New additions shall be located behind the rear façade of the historic building, whenever possible. Aligning an addition with the front façade or having a new addition project in front of the original front façade is not allowed. Additions that are visible from the street shall have windows that are the same proportion to the walls and that follow the same patterns as those on the existing house. The addition shall have similar floor-to-floor heights and compatible bay divisions with those of the existing house.
- (ii) Two-story additions to one-story homes shall be built at the rear of the historic building to preserve the original one-story character. The historic building's appearance as viewed from the street shall appear relatively unaltered. Whenever possible, the roof form of the new addition shall not be visible above the ridgeline of the original roof when the front of the historic building is viewed from the street.

(o) Exterior Doors:

- (i) Historic Buildings: Enlarging or enclosing original door openings on the front elevations is not allowed. Moving or adding doors is not allowed. However, restoring original doors or original door openings that have been enclosed is encouraged.
- (ii) Retain and repair original doors, door surrounds, and transoms using materials that match **or simulate** the original. If replacement is required due to deterioration, the replacement shall match **or simulate** the style, materials, and finish of the ~~original~~ **historic style**. Solid wood doors with recessed panels and frames are appropriate for the neighborhood. Steel and hollow-wood doors are not allowed for main entries. For historic houses in New Hill, doors are allowed to be more decorative, with lite openings and with aluminum or wood screen doors.

- (iii) Additions: Doors in an addition shall complement those of the existing house. More latitude in the design of the doors can occur if not visible from the street.
- (iv) New builds: Front doors shall be visible from the street. Solid wood doors with or without lites shall correspond to the style and design of the original houses in that area. Doors with panels and recesses are most appropriate in the neighborhood. Flat unadorned doors are not allowed. Wood or aluminum screen doors are only allowed in New Hill.

(p) Windows:

- (i) Historic buildings: Enlarging or enclosing original window openings on the front elevation is not allowed, **unless required by the building code**. Moving or adding new window openings to the front elevation is not allowed. However, restoring original window openings that have been enclosed is encouraged.
- (ii) **For areas visible from the right-of-way**, retain and repair original windows, window surrounds, and screens using materials that match **or simulate** the original. If replacement is required due to deterioration, replacement windows shall maintain the same size, profile, configuration, finish, and details as the original windows. During installation of replacement windows, the jamb must be recessed from the front façade at the same depth as the original windows.
- (iii) ~~Storm windows on either the outside or inside can provide increased energy efficiency without damaging historic windows. Interior storm windows are encouraged in order to maintain the historic exterior appearance.~~ If storm windows are installed, they must be installed in a manner that they do not damage historic jambs and surrounds.
- (iv) Windows on New Hill houses can have decorative shutters, provided they are wood and compatible with shutters on surrounding houses.
- (v) Additions: Windows **visible from the right-of-way** shall emulate the windows of the historic structure in terms of fenestration pattern, size, configuration, profile, and finish, especially if they are visible from the street. Windows located on the rear or not visible from the street need not match the original window patterns or sizes. ~~However, rear windows must match or simulate be of the same materials and be compatible with the historic windows.~~ Windows on New Hill houses can have decorative shutters, provided they are wood and compatible with shutters on surrounding houses.
- (vi) New builds: Windows shall reflect the patterns of windows in historic buildings within the neighborhood. The vertical shape of the windows from the wall surface shall be similar to those in historic buildings within the neighborhood, so that shadow lines are significant and reflect the historic character. The style of the windows shall relate to the architectural style of the original houses.

(q) Chimneys:

- (i) Original chimneys visible **from the right-of-way** must be maintained, **unless determined to be structurally or functionally unsound, in which case they may be replaced with a functional or non-functional chimney of similar design.** ~~If new chimneys are added, they must be located behind the ridge line and shall not be visible on the front of the house as seen from the street in Old Hill.~~ In New Hill, it is appropriate to have chimneys visible on the front façade.

(r) New construction styles:

- (i) Architectural styles of new builds must be similar to the building types that were historically present within Olympia Mill Village. Historical styles that were not present shall not be used as a basis for new construction. Contemporary design and style can be appropriate if the building respects the scale, massing, proportions, patterns, and materials prevalent among contributing houses within the neighborhood.

(s) Accessibility:

- (i) Ramps, lifts, and accessible entrances shall be designed in such a way to avoid damage to character-defining features of a historic building.

(t) Parking:

- (i) ~~If a curb cut already exists, an additional curb cut must not be added.~~ New builds and major renovations must identify off-street parking, as required by the Land Development Code. Parking in the front of the house shall be limited to parking in the driveway (see section 3.1.). ~~No parking on the front yard except on football game days.~~

(u) Demolition of structures;

- (i) Demolishing a historic structure within the Olympia Mill Village to build a new structure shall always be ~~an order of last resort~~ subject to review by the Board of Architectural Review.
- ~~(ii) Demolition or relocation of any resource which has historical and/or architectural significance shall not be considered unless: The resource constitutes a hazard to the safety of the public or the occupants, as determined by the Building Official. County Planners will convene a meeting of the appropriate County Departments to look for viable alternatives to demolition. The purpose is to see if there are monies or resources available to the owner to alleviate the issue identified by the building inspector. If deemed appropriate in the circumstances, a licensed structural engineer familiar with historic resource preservation shall present a report to the County outlining the action needed for stabilization.~~

(iii) Criteria for Review:

- The historic or architectural significance of a structure
- A determination of the cost to rehabilitate vs the cost to replace
- A determination of whether the subject property is capable of earning a reasonable economic return on its value without the demolition, consideration being given to economic impact to property owner of subject property
- The importance of the structure to the ambience of a district
- Whether the structure is one of the last remaining examples of its kind in the neighborhood, city, or region
- Whether there are definite plans for the reuse of the property if the proposed demolition is carried out, and what the effect of those plans on the character of the surrounding area would be
- The existing structural condition, history of maintenance and use of the property, whether it endangers public safety, and whether the county is requiring its demolition
- Whether the structure is under orders from the county to be demolished

- No contributing historic structure shall be moved out of the neighborhood. No contributing historic structure shall be repositioned on its lot unless there is historic evidence of a different location on the lot.
- A structure being moved into the neighborhood should be compatible in style. The proposed siting for a relocated main building shall be consistent and compatible with the existing structures on the same block face. This includes the setbacks, orientation, and spacing.

DRAFT



Informational Agenda Briefing

Prepared by:	Synthia Williams	Title:	Director
Department:	Community Planning & Development	Division:	
Date Prepared:	April 29, 2025	Meeting Date:	May 20, 2025
Approved for consideration:		Assistant County Administrator	Aric A Jensen, AICP
Meeting/Committee	Development & Services		
Subject:	"I move that the county consider developing a Neighborhood Master Plan that establishes policies and goals related to preservation and development in the Ballentine community with the goal to preserve and promote the desired character of the community while also conserving and protecting the waters and watershed of Lake Murray."		

At the November 19, 2024 County Council meeting the following motion was made and assigned to the Development and Services Committee:

"I move that the county consider developing a Neighborhood Master Plan that establishes policies and goals related to preservation and development in the Ballentine community with the goal to preserve and promote the desired character of the community while also conserving and protecting the waters and watershed of Lake Murray."

Community Planning and Development staff and Assistant County Administrator Jensen met with Councilman Branham on April 16th. The meeting focused on a boundary and potential requirements for a commercial corridor overlay district along Dutch Fork Road. Based on this feedback, the Comprehensive Planning team is working on a draft commercial corridor overlay district to present to the Committee in the fall of 2025. The goal is to draft a commercial corridor overlay district that can not only work in Ballentine, but also potentially be used for other commercial corridors in the County.