



**AGENDA  
GREER CITY COUNCIL**

**March 13, 2018**

**MEETING LOCATION: Greer City Hall, 301 East Poinsett Street, Greer, SC 29651**

**6:30 PM**

**COUNCIL REGULAR MEETING**

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**I. PUBLIC HEARING**

**A. NOTICE OF PUBLIC HEARING FOR GREENVILLE COUNTY  
PROGRAM YEAR 2018 ANNUAL ACTION PLAN / CITY OF GREER**

The City of Greer participates in the Greenville County Community Development Block Grant (CDBG) Program and HOME Investment Partnerships Program funded by the U.S. Department of Housing and Urban Development. The Greenville County Redevelopment Authority is preparing its Annual Action Plan for the 2018 program year (7/1/18-6/30/19). A public hearing will be held at the Greer City Hall, located at 301 E. Poinsett Street, Greer, on Tuesday, March 13, 2018 at 6:30 PM. Community development and housing needs and activities eligible for funding under the CDBG and HOME programs will be discussed. Public comment and proposals will be invited on the County's strategy for the City of Greer, including objectives and projected uses of funds. An estimated \$223,464 in CDBG fund and \$72,003 in HOME fund will become available in July. An estimated \$70,000 in CDBG program income and \$180,000 in HOME program income are also expected to become available through the program year. Comments are also invited on past and present housing and community development performance and needs. CDBG funds can be used to assist low and moderate income persons, prevent or eliminate slums and blight, or to meet an urgent community need where no other funding is available. HOME funds are used to increase the supply of decent, safe, sanitary and affordable housing for lower income persons. Written comments may also be sent to Douglas Dent, Interim Executive Director, Greenville County Redevelopment Authority, 301 University Ridge, Suite 2500, Greenville SC 29601, until Friday, May 4th, 2018.

**II. CALL TO ORDER OF REGULAR MEETING**

**III. PLEDGE OF ALLEGIANCE**

#### **IV. INVOCATION**

- A. Councilman Wryley Bettis**

#### **V. PUBLIC FORUM**

#### **VI. MINUTES OF COUNCIL MEETING**

- A. February 27, 2018  
(Action Required)**

#### **VII. PRESENTATION**

- A. 2018-2022 City of Greer Fire Department Customer Centered Strategic Plan**

#### **VIII. ADMINISTRATOR'S REPORT**

- A. Ed Driggers, City Administrator**

#### **IX. APPOINTMENTS TO BOARDS AND COMMISSIONS**

- A. Planning Commission  
District 1 Don Foster has resigned effective immediately his term expires 6/30/2020. (Action Required)**

#### **X. OLD BUSINESS**

- A. Second and Final Reading of Ordinance Number 5-2018  
AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY B. SCOTT STREETMAN LOCATED AT RIDGECREST CIRCLE FROM O-D (OFFICE DISTRICT) TO R-7.5 (RESIDENTIAL SINGLE- FAMILY). (Action Required)**
- B. Second and Final Reading of Ordinance Number 6-2018  
AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY RICHARD FRANS LOCATED AT 937 ABNER CREEK ROAD FROM C-3 (COMMERCIAL) TO R-7.5 (RESIDENTIAL SINGLE- FAMILY). (Action Required)**
- C. Second and Final Reading of Ordinance Number 7-2018  
AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTY OWNED BY DOBBIE LIMITED PARTNERSHIP LOCATED AT VICTOR HILL ROAD BY ONE HUNDRED PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF I-1 (INDUSTRIAL), FOR SAID PROPERTY (Action Required)**

#### **XI. NEW BUSINESS**

**A. First Reading of Ordinance Number 8-2018**

**AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTIES OWNED BY WILLIAM D. GRADY LOCATED AT 124 AND 126 GILBERT STREET FROM RM-1 (RESIDENTIAL MULTI - FAMILY) TO DRD (DESIGN REVIEW DISTRICT). (Action Required)**

Ordinance #08-2018 is a rezoning request for parcels located at 124 and 126 Gilbert Street. The owner is requesting a rezoning from R-M1, Multifamily Residential, to DRD, Design Review District. The purpose of this rezoning is to develop this lot with eight townhomes. The Planning Commission conducted a public hearing on February 19, 2018 for the rezoning of these parcels. The Planning Commission recommended to approve this request. Kelli McCormick, Planning Manager

**B. First Reading of Ordinance Number 9-2018**

**AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY FAYE C. ROSS LOCATED ON HENDERSON GAP ROAD FROM R-15 (RESIDENTIAL SINGLE - FAMILY) TO DRD (DESIGN REVIEW DISTRICT). (Action Required)**

Ordinance #09-2018 is a rezoning request for property located on Henderson Gap Road. The property is proposed for development as part of a DRD, Design Review District, known as Branchwood. The development is for townhomes. The Planning Commission will conduct a public hearing on March 19, 2018 for the rezoning of this parcel. Ordinance #10-2018 is also part of this DRD, Design Review District. However, it is an annexation for two parcels for a portion of this development.

Kelli McCormick, Planning Manager

**C. First Reading of Ordinance Number 10-2018**

**AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTIES OWNED BY JENNIFER AND EDGAR BAXTER LOCATED ON HENDERSON GAP ROAD BY ONE HUNDRED PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF DRD (DESIGN REVIEW DISTRICT) FOR SAID PROPERTY (Action Required)**

Ordinance #10-2018 is an annexation and zoning request for property located on Henderson Gap Road. There are two parcels totaling 1.77 acres. The property is proposed for development as part of a DRD, Design Review District, known as Branchwood. The development is for townhomes. The Planning Commission will conduct a public hearing on March 19, 2018 for the zoning of these parcels. Ordinance #09-2018 is also part of this DRD, Design Review District. However, it is already in the City of Greer and is a rezoning.

Kelli McCormick, Planning Manager

**D. First Reading of Ordinance Number 11-2018**

**AN ORDINANCE TO AMEND THE CITY OF GREER ZONING CODE OF ORDINANCE BY ADDING TO ARTICLE 4, DEFINITIONS AND ARTICLE 5, ZONING DISTRICT REGULATIONS TO INCORPORATE BREWPUBS, MICRO BREWERIES, BREWERIES, MICRO DISTILLERIES, AND DISTILLERIES WITHIN THE CITY OF GREER. (Action Required)**

**Ordinance #11-2018 is a text amendment to allow brewpubs, microbreweries, breweries, micro distilleries, and distilleries in the City of Greer. The Planning Commission conducted a public hearing on February 19, 2018 and recommended approval of the amendment.**

**Kelli McCormick, Planning Manager**

**E. First and Final Reading of Resolution Number 7-2018**

**Supporting Sunshine Week and Open Government (Action Required)**

**F. First and Final Reading of Resolution Number 8-2018**

**A RESOLUTION PURSUANT TO SECTION 4-1-170(C), CODE OF LAWS OF SOUTH CAROLINA 1976, AS AMENDED, CONSENTING TO THE PLACEMENT IN A JOINT INDUSTRIAL AND BUSINESS PARK BETWEEN GREENVILLE AND ANDERSON COUNTIES OF CERTAIN PROPERTY CURRENTLY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF GREER. (Action Required)**

**Presented by Reno Deaton, Executive Director of Greer Development Corporation**

**XII. EXECUTIVE SESSION**

**Council may take action on matters discussed in executive session.**

**A. Contract for Services**

**Request: Motion for Council to go into Executive Session to discuss contractual negotiations between ACE Environmental and the City as allowed by Section 30-4-70(a)(2).**

**B. Contract for Professional Services**

**Request: Motion for Council to go into Executive Session to discuss contractual negotiations between RBA Group and the City as allowed by Section 30-4-70(a)(2).**

**C. Legal Advice**

**Request: Motion for Council to go into Executive Session to receive legal advice from the City Attorney as allowed by Section 30-4-70(a)(2).**



### **XIIIADJOURNMENT**

**Anyone who requires an auxiliary aid or service for effective communication or a modification of policies or procedures to participate in a program, service, activity or public meeting of the City of Greer should contact Ruthie Helms, ADA Coordinator at (864) 848-5397 as soon as possible, but no later than 48 hours prior to the scheduled event.**

**Category Number: IV.**  
**Item Number: A.**



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**Councilman Wryley Bettis**

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ Invocation Schedule	3/6/2018	Backup Material



**Greer City Council  
2018 Invocation Schedule**

January 9, 2018	Councilman Wayne Griffin
January 23, 2018	Councilwoman Kimberly Bookert
February 27, 2018	Councilman Lee Dumas
March 13, 2018	Councilman Wryley Bettis
March 27, 2018	Councilwoman Judy Albert
April 10, 2018	Mayor Rick Danner
April 24, 2018	Councilman Jay Arrowood
May 8, 2018	Councilman Wayne Griffin
May 22, 2018	Councilwoman Kimberly Bookert
June 12, 2018	Councilman Lee Dumas
June 26, 2018	Councilman Wryley Bettis
July 10, 2018	Councilwoman Judy Albert
July 24, 2018	Mayor Rick Danner
August 14, 2018	Councilman Jay Arrowood
August 28, 2018	Councilman Wayne Griffin
September 11, 2018	Councilwoman Kimberly Bookert
October 9, 2018	Councilman Lee Dumas
October 23, 2018	Councilman Wryley Bettis
November 13, 2018	Councilwoman Judy Albert
November 27, 2018	Mayor Rick Danner
December 11, 2018	Councilman Jay Arrowood

Category Number: VI.  
Item Number: A.



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**February 27, 2018**

**Summary:**

(Action Required)

**ATTACHMENTS:**

Description	Upload Date	Type
▣ 2/27/2018 Council Meeting Minutes	3/6/2018	Backup Material

# **CITY OF GREER, SOUTH CAROLINA**

## **MINUTES of the FORMAL MEETING of GREER CITY COUNCIL February 27, 2018**

**MEETING LOCATION:** Greer City Hall, 301 East Poinsett Street, Greer, SC 29651

### **I. CALL TO ORDER OF REGULAR MEETING**

Mayor Rick Danner - 6:32 P.M.

The following members of Council were in attendance:  
Jay Arrowood, Wayne Griffin, Kimberly Bookert, Lee Dumas, Wryley Bettis and Judy Albert.

Others present: Ed Driggers, City Administrator, Mike Sell, Assistant City Administrator, Elizabeth Adams, Executive Administrative Assistant, Steve Owens, Communications Manager and various other staff and media.

### **II. PLEDGE OF ALLEGIANCE**

Councilmember Lee Dumas

### **III. INVOCATION**

Councilmember Lee Dumas

### **IV. PUBLIC FORUM**

No one signed up to speak

### **V. MINUTES OF THE COUNCIL MEETING**

January 23, 2018

**ACTION** - Councilman Wryley Bettis made a motion that the minutes of January 23, 2018 be received as written. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** - Motion carried unanimously.

### **VI. SPECIAL RECOGNITION**

- A.** Mayor Rick Danner along with Robbie Davis, Events Coordinator recognized the Black History Month Essay Contest Winners.

Middle School – 65 participants

3<sup>rd</sup> Place – Sutton Walters from Riverside Middle – Harriet Tubman

2<sup>nd</sup> Place – Elizabeth Rogers from Riverside Middle – Kimberly Clarice Aiken

1<sup>st</sup> Place – Aanem Hasnie from Riverside Middle – Richard Wright

High School – 160 participants

3<sup>rd</sup> Place – Jordan Bryant from Riverside High – Jesse Jackson  
2<sup>nd</sup> Place – Emily Davis from Riverside High – Zora Neale Hurston  
1<sup>st</sup> Place – Jacob Pegues from Riverside High – Lt. Colonel Lee A. Archer

## **VII. DEPARTMENTAL REPORT**

- A.** Building and Development Standards, Finance, Fire Department, Municipal Court, Parks & Recreation, Police Department, Public Services and the Website Activity Reports for **January 2018** were included in the packet for informational purposes.

### **Finance**

David Seifert, Chief Financial Officer presented the Financial Report for the period ending January 31, 2018. (Attached)

General Fund Cash Balance: \$14,964,094.

General Fund Revenue: \$12,427,160.

General Fund Expenditures: \$11,346,687.

Revenue Benchmark Variance: \$1,964,889. Expenditure Benchmark Variance: \$1,156,046.

Overall Benchmark Variance: \$3,120,935.

The City is 11% under budget during this time period.

Hospitality Fund Cash Balance: \$2,059,793.

Storm Water Fund Cash Balance: \$1,439,577.

## **VIII. PRESENTATION**

- A.** Matt Hamby, Chief of Police presented his Annual Report.

- B.** Justin Kirtz, GIS Planner demonstrated the updated GIS System.

## **IX. ADMINISTRATOR'S REPORT**

Ed Driggers, City Administrator presented the following:

### **Calendar Items:**

**State Ethics Report** – Due March 30<sup>th</sup>.

**Hometown Legislative Action Day** – We were recognized during the meeting as one of eight municipalities in South Carolina that 100% of our Council are graduates of the Municipal Elected Officials Institute. We currently have two members, Mayor Danner and Councilwoman Judy Albert that are graduates of the Advanced Municipal Elected Officials Institute. During this session we had three additional members of Council, Councilmembers Wryley Bettis, Kimberly Bookert and Lee Dumas to graduate from the Advanced Municipal Elected Officials Institute. We appreciate your efforts in continuing your education.

**Council Planning Retreat** – please consider the following dates March 19<sup>th</sup> and 20<sup>th</sup> or April 30<sup>th</sup> and May 1<sup>st</sup> both are Monday and Tuesdays. I will follow up with you.

**Fire Contracts** – We are continuing to make sure we have fire contracts in place with our partners in our special purpose districts.

Reidville District - We believe we have reach a consensus with the Reidville area, we have asked them to share some information with their commissioners and are awaiting their response. We hope to bring the final agreement to you shortly.

Pelham Batesville District – included a joint use agreement with one of our facilities both Chief Jolley (Pelham Batesville) and Chief Flowers (Greer) are continuing to have discussions. Pelham Batesville has requested us to review some changes specifically a station change. It is being evaluated now. We will bring that to you as a recommendation we hope as soon as your next meeting.

## **X. OLD BUSINESS**

### **A. Second and Final Reading of Ordinance Number 1-2018**

**AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTY OWNED BY CAROLYN CHAPMAN LOCATED AT 847 HARVEY ROAD BY ONE HUNDRED PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF I-1 (INDUSTRIAL DISTRICT) FOR SAID PROPERTY**

Kelli McCormick, Planning Manager stated there was no new information.

**ACTION** - Councilman Wryley Bettis made a motion to approve Second and Final Reading of Ordinance Number 1-2018. Councilman Jay Arrowood seconded the motion.

**VOTE** – Motion carried unanimously.

### **B. Second and Final Reading of Ordinance Number 4-2018**

**AN ORDINANCE TO AUTHORIZE THE MAYOR TO EXECUTE A QUIT CLAIM DEED AND RELEASE OF REVERSIONARY RIGHTS TO CONVEY, WAIVE, AND RELINQUISH ANY RIGHTS AND INTEREST IT MAY HAVE IN CERTAIN REAL PROPERTY LOCATED AT BERKSHIRE PLACE, AND IDENTIFIED AS GREENVILLE COUNTY TAX MAP NO. G002-00-01-016.11**

Ed Driggers, City Administrator stated during first reading this ordinance was read by title only with no documentation attached. There were some minor changes relative to the title but nothing that changed the ordinance but mainly identifying this would be executed by the Mayor, originally indicating by the Mayor or City Administrator.

**ACTION** - Councilman Wayne Griffin made a motion to approve Second and Final Reading of Ordinance Number 4-2018. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** – Motion carried unanimously.

## **XI. NEW BUSINESS**

Mayor Danner moved item I. Discussion of Zoning Requirements of Tattoo Businesses to the first item of New Business.

### **I. Discussion of Zoning Requirements of Tattoo Businesses**

Kelli McCormick, Planning Manager provided information regarding the zoning requirements for a Tattoo Business.

Brief discussion held. Item will be discussed further during Council's Planning Retreat.

### **A. First Reading of Ordinance Number 5-2018**

**AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY B. SCOTT STREETMAN LOCATED AT RIDGECREST CIRCLE FROM O-D (OFFICE DISTRICT) TO R-7.5 (RESIDENTIAL SINGLE- FAMILY).**

Kelli McCormick, Planning Manager presented Ordinance Number 5-2018. A representative was present but did not speak.

**ACTION** - Councilman Wryley Bettis made a motion to approve First Reading of Ordinance Number 5-2018. Councilman Jay Arrowood seconded the motion.

**VOTE** – Motion carried unanimously.

### **B. First Reading of Ordinance Number 6-2018**

**AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY RICHARD FRANS LOCATED AT 937 ABNER CREEK ROAD FROM C-3 (COMMERCIAL) TO R-7.5 (RESIDENTIAL SINGLE- FAMILY).**

Kelli McCormick, Planning Manager presented Ordinance Number 6-2018. A representative was present and spoke briefly.

**ACTION** - Councilman Wayne Griffin made a motion to approve First Reading of Ordinance Number 6-2018. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** – Motion carried unanimously.

### **C. First Reading of Ordinance Number 7-2018**

**AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTY OWNED BY DOBBIE LIMITED PARTNERSHIP LOCATED AT VICTOR HILL ROAD BY ONE HUNDRED PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF I-1 (INDUSTRIAL), FOR SAID PROPERTY**

Kelli McCormick, Planning Manager presented Ordinance Number 7-2018. Neither the owner nor a representative was present.



**ACTION** - Councilman Jay Arrowood made a motion to approve First Reading of Ordinance Number 7-2018. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** – Motion carried unanimously.

**D. First and Final Reading of Resolution Number 2-2018**

**A RESOLUTION RENAMING RYAN'S CORPORATE WAY TO WALTER BRASHIER DR. AND DIRECTING STAFF TO INSTALL APPROPRIATE SIGNAGE**

Mayor Danner presented Resolution Number 2-2018.

**ACTION** - Councilman Wryley Bettis made a motion to approve First and Final Reading of Resolution 2-2018. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** – Motion carried unanimously.

**E. First and Final Reading of Resolution Number 3-2018**  
**TO REAPPOINT THE CITY ATTORNEY**

Ed Driggers, City Administrator presented Resolution Number 3-2018.

**ACTION** - Councilman Wryley Bettis made a motion to approve First and Final Reading of Resolution 3-2018. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** – Motion carried unanimously.

**F. First and Final Reading of Resolution Number 4-2018**

**A RESOLUTION TO ACCEPT ONEAL VILLAGE PHASE 3 SUBDIVISION STREETS, NAMELY DAYSTROM DRIVE AND NOVELTY DRIVE INTO THE CITY OF GREER STREET SYSTEM**

Steve Grant, City Engineer presented Resolution Number 4-2018. Staff recommends approval.

**ACTION** - Councilman Lee Dumas made a motion to approve First and Final Reading of Resolution 4-2018. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** – Motion carried unanimously.

**G. First and Final Reading of Resolution Number 5-2018**

**A RESOLUTION TO ACCEPT ENCLAVE AT LISMORE SUBDIVISION STREETS, NAMELY FILTRO DRIVE, WERNINGER COURT AND VAUBUREN COURT INTO THE CITY OF GREER STREET SYSTEM**

Steve Grant, City Engineer presented Resolution Number 5-2018. Staff recommends approval.

**ACTION** - Councilman Wryley Bettis made a motion to approve First and Final Reading of Resolution 5-2018. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** – Motion carried unanimously.

**H. First and Final Reading of Resolution Number 6-2018**

**A RESOLUTION CERTIFYING 1316 WEST WADE HAMPTON BOULEVARD  
UNITS A, B AND C AS ABANDONED BUILDING SITES IN CITY OF GREER,  
SOUTH CAROLINA**

Reno Deaton, Executive Director of Greer Development Corporation presented Resolution Number 6-2018.

**ACTION** - Councilwoman Kimberly Bookert made a motion to approve First and Final Reading of Resolution 6-2018. Councilman Wryley Bettis seconded the motion.

**VOTE** – Motion carried unanimously.

**J. Bid Summary – Downtown Alleyway and Parking Lot Improvement Project**

Steve Grant, Director of Building and Development Standards presented the bids. Staff recommends Earth Materials Grading, Inc. in the amount of \$464,830.90 with a 10% contingency for a total of \$511,313.88.

Discussion held.

**ACTION** - Councilman Wryley Bettis made a motion to approve the bid from Earth Materials Grading, Inc. in the amount of \$464,830.90 with a 10% contingency for a total of \$511,313.88. Councilwoman Kimberly Bookert seconded the motion.

**VOTE** – Motion carried unanimously.

**K. Bid Summary – Bunkroom Renovations at the Fire Department  
(Headquarters)**

Dorian Flowers, Fire Chief presented the bids. Only one bid was received, Cushman's Construction in the amount of \$42,500.00.

**ACTION** - Councilwoman Judy Albert made a motion to approve the bid from Cushman's Construction in the amount of \$42,500.00. Councilwoman Kimberly Bookert seconded the motion.

Discussion held.

**VOTE** – Motion carried unanimously.

## **XII. EXECUTIVE SESSION**

**ACTION** - In (8:36 p.m.) – Councilman Wryley Bettis made a motion to enter into Executive Session to discuss an (A) Economic Development Matter regarding the Mutual Home Store property as allowed by SC Code of Laws Section 30-4-70(a)(5). Councilwoman Judy Albert seconded. Motion carried unanimously.

Councilman Wryley Bettis made a motion the enter into Executive Session to discuss (B) an offer to Purchase City Owned Property as allowed by State Statute Section 30-4-70(a)(2). Seconded by Councilwoman Judy Albert. Motion carried unanimously.

Councilman Wryley Bettis made a motion to enter into Executive Session to discuss (C) an Economic Development matter relating to the proposed location and the provision of service encouraging location of Project Inland 85; as allowed by State Statute Section 30-4-70(a)(5). Councilman Jay Arrowood seconded the motion. Motion carried unanimously.

Mayor Danner stated during Executive Session they discussed the above matters and no action was taken.

**ACTION** - Out (9:36 p.m.) – Councilman Wryley Bettis made a motion to come out of Executive Session. Councilman Wayne Griffin seconded the motion. Motion carried unanimously.

## **XII. ADJOURNMENT**

9:36 P.M.

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Richard W. Danner, Mayor

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Tammela Duncan, Municipal Clerk

### **Notifications:**

Agenda posted in City Hall and email notifications sent to The Greenville News, The Greer Citizen, GreerToday.com and the Spartanburg Herald Journal Friday, February 23, 2018.



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**2018-2022 City of Greer Fire Department Customer Centered Strategic Plan**

**ATTACHMENTS:**

Description	Upload Date	Type
□ 2018-2022 City of Greer Fire Department Customer Centered Strategic Plan	3/8/2018	Backup Material

City of Greer Fire Department

# Customer Centered Strategic Plan

2018 - 2022



Developed with the assistance of:



Practical Solutions for  
**PUBLIC SAFETY**



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## MESSAGE FROM THE FIRE CHIEF



As the Fire Chief for the City of Greer, I am proud to present the 2018 - 2022 community driven strategic plan. We created this plan through a community-centered process in which we held meetings with citizens, business owners, and community leaders (external stakeholders) and fire department staff from all levels (internal stakeholders) to determine the priorities for the Greer Fire Department. Each of the priorities identified have goals, objectives, and implementation timeframes assigned to them. Some identified priorities will require implementation timeframes that exceed five years. The purpose of a strategic plan is to provide guidance for a short to mid-range timeframe, typically one to five years. Where implementation of priorities identified will extend beyond the duration of the strategic plan, an implementation plan will be incorporated into a comprehensive master plan.

With any progressive and responsive public service agency, we must periodically review our mission, vision, and values. During the strategic planning process, we updated our mission and vision statements as well as the department values. As a fire department, it is vital that we remain community centered and responsive to the needs of our community. The traditional role of the fire department has been to respond to and extinguish fires. Today, the role of the fire department is much more comprehensive in nature. We respond to a diverse array of calls for service. We will conduct community needs and risk assessments where we will evaluate the services we currently offer and identify opportunities where we can provide new and/or improved services.

I would like to thank the community and our staff for their input and support in creating this document. We will always strive to exceed your expectations when meeting your needs and providing you with excellent customer service.

In your service,

A handwritten signature in cursive script that reads "Dorian K. Flowers".

Dorian Flowers  
Fire Chief



## INTRODUCTION

One component of organizational capacity is an operationalized guidance document also known as a strategic plan. The Greer Fire Department (GFD) was in need of updating their guidance documents. To achieve this, the GFD chose to utilize a Customer Centered Strategic Planning (CCSP) process which is citizen focused and member driven. Stakeholders and customers were identified and brought together to define the future direction of the department. It is important to point out that the GFD management staff did not influence the discussion outcome of this CCSP. The CCSP is intended to be used as a planning tool document moving toward future excellence such as Fire Service Accreditation.

The CCSP process typically helps leaders address significant organizational issues and challenges. It involves defining a direction and determining how resources will be allocated to pursue the strategy. As part of the strategic planning process, visual strategy mapping is considered an appropriate approach to gather information and reach consensus from the stakeholders. When focusing on where the organization exists now, a SWOT Analysis (Strengths, Weaknesses, Opportunities, and Threats) is conducted. The purpose of this analysis is to:

- Commit to ongoing assessments of the organization's work and why and how it is accomplished. This should be achieved through outside resources.
- Provide a framework for daily and long-term decisions and actions.
- Create context for the organization's work.
- Put tools in place to analyze and lay a path to success.
- Establish parameters for how the organization is managed and led.
- Provide for people working toward a shared mission and articulated goals.

Meeting the mission and vision cannot be accomplished without having a strategic plan that supports both the mission and vision. An organization that knows where it is going, knows the external environment in which it functions, and has identified how it will get there has a better chance of meeting its goals and desires. This CCSP outlines the future direction of the GFD and its vision, mission and goals to achieve excellence in delivering services to its customers and stakeholders.



## ACKNOWLEDGEMENTS

Practical Solutions for Public Safety, Inc., acknowledges the participants of the strategic planning process for their invaluable input into the Customer Centered Strategic Planning process. Special thanks go to Dorian Flowers, Fire Chief, the City of Greer Fire Department for his leadership and commitment to the process.

The process would not have been successful without the City of Greer Fire Department (GFD) for the assistance and resources made available to Practical Solutions for Public Safety, Inc. to complete this strategic plan. We would also like to thank the citizens who contributed to the creation of this strategic plan. The development of this plan was truly a “team effort”.

### City of Greer Fire Department Strategic Planning Group:

Joe Cate	Daniel Bruce	Marcus Kelley
Julie McCombs	Mark Hopper	Sylvia Jones
Scott Keeley	Robert South	Randall Hipp
Dwayne Brown	Trey Lister	Dorian Flowers
Mat Tidwell	Kevin Miller	Drew Holleman
Colby Means	Chuck McConnell	Derrick Davis
Thomas Gregory	Brian Collins	Taylor Graham
Drew Pitman	Scott Merrill	Carl McConnell
John C. Holland	Richard Bradshaw	Thomas Kickler
Julie Hunter	Carlos F. Cortes	Dillon Blackwell
R. Scott Tompkins	Josh Holzheimer	



## EXECUTIVE SUMMARY

A customer centered strategic plan acknowledges the significance of obtaining input from all stakeholders. Recognizing the importance of the process as well as the product, Chief Flowers contracted with Practical Solutions for Public Safety, Inc. to assist in the process. The Customer Centered Strategic Planning process accomplished more than just the development of a document. It challenged GFD members to look critically at paradigms, values, philosophies, beliefs, and desires. It challenged individuals to work in the best interest of the team. In addition, it provided agency members an opportunity to participate in the development of the organization's long-term direction and focus. The members of GFD strategic planning group, including the citizen's advisory group demonstrated commitment to this important project and seeing it to final form.

### Mission, Vision and Values

Clearly stated and intentionally simplistic, the GFD newly developed **Mission** accurately describes the organization's general purpose.

**"In committed service to our community where we live, work and play"**

Building on this mission, the membership was asked to identify **Vision** statements, thus establishing targets of excellence for the future. The following is the final identified vision statement:

**"The Greer Fire Department will lead our community in risk reduction"**

Recognizing that its culture and the values of its members enhance the organization, the GFD staff declared a set of **Values** that included such core words as:

- **Accountability** – Recognizing strengths and weaknesses to members of our team.
- **Team work** – Being diverse in our strengths and weaknesses to come together for one common goal. Building relationships with those around us to serve our community.
- **Creativity** – Serving the community through traditional and newly innovative means.



- **Tradition** - Moving forward but never losing sight of where we have been.
- **Respect** – Respect the customer and community.
- **Honesty** – Honesty with open communications at all levels.
- **Integrity** – Demonstrating integrity both morally and ethically in dealing with each other and those we serve.

### Strengths, Weaknesses, Opportunities and Threats (SWOT) Analysis

A SWOT Analysis allows an agency to look candidly at its strengths and weaknesses and to identify opportunities and potential threats. Organizational strengths, weaknesses, opportunities and threats were raised and discussed by both a citizens advisory group and representatives of the GFD.

### Customer Priority of Services, Customer Concerns, Expectations and Feedback

The citizens advisory group and the GFD were asked to prioritize the services provided by the GFD. The following identified services are provided in priority order for each group:

Citizens	Greer FD
Engage/outreach with community	Upper management support network (selected by both FD groups)
Retain and recruit high quality personnel	Communications / dispatch
Anticipate/Prepare for future growth	Apparatus & facilities
Diversity in the workforce (several participants indicated that by engaging with the community, increased diversity may be a positive outcome)	Personnel
Updating resources (communication/facilities)	Community and FD Risk reduction



A key element of GFD organizational philosophy is a high level of commitment to its customers. The agency recognizes the importance of customer inclusion and satisfaction. Critical customer expectations, concerns and other feedback were gathered from the citizens advisory group and are included in this report.

### Goals, Objectives, Performance Measures and Targets

Armed with the mission, vision, values, SWOT analysis, as well as customer priorities, expectations and concerns, the GFD members developed realistic strategic goals and objectives designed to guide the Department into the future. Agency goals were identified and prioritized with a focus on tasks that can be initiated and possibly accomplished over the next 5 years. The following organizational goals were identified:

1	Community Risk Reduction/Assessment	0-1 years
2	Community involvement	0–1 year (on going)
3	Apparatus / Equipment	3-5 years
4	Facilities	3-5 years
5	Recruitment/retention (explorer program) (salaried – new class & comp study)	0-1 year (on going)
6	Training	0 -1 year (on going)
7	Mutual Aid/Automatic Aid Agreements	18-24 months
8	Communications/Dispatch months)	(0-6 months' radios) (18 months)
9	Personnel	3-5 years
10	Contracts for services	5 -10 years

This strategic plan provides a detailed roadmap into the future. It is a living, working document, and a tool to be used at all levels of the organization. Constant evaluation of outcomes is critical to determining the success of the organization's efforts and direction. A set of sample **performance objectives** has been developed to provide a quantitative method to monitor performance. In addition, the performance objectives include targets for maintenance or improvement of the specific measures.



## **THE CUSTOMER CENTERED STRATEGIC PLANNING PROCESS**

The fire service has entered into a very competitive evolutionary cycle. Public demands continue to increase while funding and other resources continue to decline. These trends place increased pressure on modern fire service managers, city policy makers, and staff to come up with ways to be more efficient and continue to be effective. In many cases, the public demands the accomplishment of specific goals, objectives, and services, with fewer resources. To be more efficient with available resources, organizations must set objectives based on constructive efforts, while eliminating programs that may no longer serve the customer.

To ensure that customer needs are considered, the Customer Centered Strategic Planning (CCSP) process was used to develop the City of Greer Fire Department's (GFD) strategic plan. The CCSP process is a product of Practical Solutions for Public Safety, Inc. of Lyman, South Carolina. Businesses employ similar processes to identify market niches, allowing the service provider to focus their efforts while reducing risk and wasted effort. This process was adapted to meet the GFD's specific needs.

This methodology has been adopted and used by the International Association of Fire Chiefs', the Southeastern Fire Chiefs' Association, the South Carolina Fire Fighters Association, and the South Carolina Fire Chiefs' Association. The CCSP process has proven very effective in all types and sizes of organizations and should serve as a model for emergency service providers for many years.

This CCSP plan is the result of several strategic planning sessions and includes valuable citizen input. GFD participants also provided meaningful input into this process. Their insights were invaluable in putting together the strategic plan. The participants took their involvement very seriously and accepted the challenge to develop a quality product.



## The CCSP Process Outline

The specific steps of the CCSP process are as follows:

- ❑ Develop the Mission Statement, giving careful attention to the services currently provided and which logically can be provided in the future.
- ❑ Develop a Vision of the future.
- ❑ Establish the Values of the members of the organization.
- ❑ Identify the Strengths of the organization.
- ❑ Identify any Weaknesses of the organization.
- ❑ Identify areas of Opportunity for the organization.
- ❑ Identify potential Threats to the organization.
- ❑ Define the Services provided to the community.
- ❑ Establish the community's service priorities.
- ❑ Establish the community's expectations of the organization.
- ❑ Identify any concerns the community may have about the organization and its services.
- ❑ Identify those aspects of the organization and its services the community views positively.
- ❑ Establish realistic goals and objectives for the future.
- ❑ Identify implementation tasks for each objective.
- ❑ Define service outcomes in the form of measurable performance objectives and targets.
- ❑ Develop organizational and community commitment to the plan.





## ORGANIZATIONAL BACKGROUND

### City of Greer Fire Department Strategic Planning Team



The City of Greer Fire Department has been protecting citizens since 1914 when it was known as Greer Volunteer Fire Company No.1 and fought fires using buckets from a horse-drawn wagon filled with barrels of water. In 1919, the city purchased its first motorized fire engine (a 1919 Seagrave) and Sam O. Mahaffey was hired to drive the engine and earned the honor of becoming the city's first full-time paid firefighter.

Today, the GFD carries an ISO<sup>1</sup> class 2 rating and has 42 full- and part-time employees trained in firefighting, rescue, emergency medical response, fire prevention, hazardous material response, and fire inspections. Three stations supplied with state-of-the-art equipment allow the Department to cover more than 25 square miles and respond to more than 3,000 calls annually.

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<sup>1</sup> ISO is the Insurance Service Office Inc.



## THE MISSION STATEMENT

The mission statement of an organization is intended to describe, in succinct terms, the purpose for the organization's existence. It articulates the principal reason for the organization's presence within the community.

A brainstorming session was facilitated to describe the GFD members' thoughts of their mission as it related to serving the community. The terms used are listed below:

• Proud	• Caring
• Integrity	• Flexible
• Knowledgeable	• Commitment
• Family	• Professional
• Tradition	• Proactive Reactive Respond
• Citizen focused	• Visitors
• Those in Need	• Community
• Project	• Serve
• Support System	• Customer Service
• Reduce harm	• Educate
• Prevent Death / Life Safety	• Be a friend

Based off of these key words, a mission statement was formed. The first thoughts were:

- Dedicated service where we work and play.
- Committed service through tradition and integrity where we work, live and play
- Integrity, tradition, professionalism.
- Committed service to our community where we live, work and play through tradition and integrity.
- Professionals with caring to serve our community.
- Dedicated to service in the community where we work, live and play with integrity
- Through knowledge, education and integrity we serve our community for those in need. Reduce harm, protect and educate to keep our family and community safe.
- Providing professional and caring service to our community reducing harm and protecting where we work, live and play.



The GFD, utilizing a voting consensus process by team members at the work session developed the mission statement below.

**City of Greer Fire Department Mission Statement**

**"In committed service to our community where we live, work  
and play"**



## THE VISION STATEMENT

In addition to knowing who they are as an agency and understanding their beliefs, all successful organizations need to define where they strive to be in the future. After having established the organization's mission the next logical step is to establish a vision of what the GFD should be in the future. Vision statements provide targets of excellence that the organization will strive towards and provide a basis for their goals and objectives.

A visioning session was conducted utilizing the voting consensus process by team members at the work session. There were three main suggestions.

- Sense of place
- Maintaining core infrastructure
- The GFD will lead our community in risk reduction

The following vision statement was developed for the City of Greer Fire Department.

### **City of Greer Fire Department Vision Statement**

**"The Greer Fire Department will lead our community in risk reduction"**



## OUR VALUES

Establishing values embraced by all members of an organization is extremely important. Values recognize those features and considerations that make up the personality or culture of the organization. Participants of the GFD strategic planning process agreed that it would be absolutely necessary to declare the following statements of values for the organization.

### **City of Greer Fire Department Values**

- **Accountability** – recognizing strengths and weaknesses of members of our team.
- **Team work** – being diverse in our strengths and weaknesses to come together for one common goal. Building relationships with those around us to serve our community.
- **Creativity** – serving the community through traditional and newly innovative means.
- **Tradition** - Moving forward but never losing sight of where we have been.
- **Respect** – Respect the customer and community.
- **Honesty** – Honesty with open communications at all levels.
- **Integrity** – Demonstrating integrity both morally and ethically in dealing with each other and those we serve.

The mission, vision, and values are the foundation of any successful organization. Every effort should be made to keep these current and meaningful so that the individuals who make up the organization are well-guided by them in the accomplishment of the goals, objectives, and day-to-day tasks. Opportunities to post the mission, vision, and values and incorporate them in policies and procedures aids staff in focusing on who they are as an agency.



## SWOT ANALYSIS

An analysis was performed utilizing a methodology that measures the attributes of the GFD.

This tool measured the attributes from the internal customer (City of Greer Fire Department) and the external customer (citizens, city, county government, etc.) perspective. It measured the internal attributes for its strengths and weaknesses; and its external attributes for any opportunities and threats (SWOT).

Traditionally the fire service provides more input in the strength and weakness categories because they are very familiar with the inner workings of their agency, and fewer responses in the opportunities and threats categories. The opposite is true for the external customer perspective. The customer typically sees the fire department from a different viewpoint, which provides for a more inclusive assessment of the organization as a whole. The results of the GFD SWOT analysis reinforces these traditional findings.

This report has included both the customer and fire department responses for each SWOT category for comparison.

## SWOT ANALYSIS





## STRENGTHS

Organizations must identify their strengths to assure they can provide the services expected by their customers and to ensure that strengths are consistent with the issues facing the organization. Often, identification of organizational strengths leads to the channeling of efforts toward primary community needs that match the identified strengths. Programs that do not match organizational strengths or the primary function of the business should be seriously analyzed to evaluate the cost-benefit of expending staff resources.

The citizen group listed what they saw as strengths in the GFD.

• Response time	• Response
• Ready to respond	• Medical response to the issue
• Forward thinking	• High rating
• Well-trained	• Community involvement
• Community outreach	• Current headcount
• People	• Dedicated employees
• Good leadership	• Good partners
• Ready to respond	• Professional

The fire department group listed what they saw as strengths in the GFD.

• New organizational structure	• Constant growth (City)
• Customer service	• Teamwork / working togetherness
• We are the best at what we do	• Experience (People)
• Employees	• Knowledge level of superiors
• Pride	• Education focus
• The ease to training if desired	• Personnel – we have members that are trained in a variety of categories
• Support from the chief for higher education	• Chief cares
• Equipment/Tools	• Benefits for the employees
• Money	• Tax Base
• We do more with less	



Through a consensus process, the strengths of the GFD were identified. The table below lists the strengths identified by the citizen and fire department groups.

*Strengths of the City of Greer Fire Department*

Citizens	Greer FD
<ul style="list-style-type: none"><li>• Response Times</li></ul>	<ul style="list-style-type: none"><li>• Education – tuition reimbursement</li></ul>
<ul style="list-style-type: none"><li>• Community Involvement</li></ul>	<ul style="list-style-type: none"><li>• Support from Administration</li></ul>
<ul style="list-style-type: none"><li>• Reinforced that all Firefighters are EMT's</li></ul>	<ul style="list-style-type: none"><li>• Beginning to get the latest/best equipment</li></ul>
	<ul style="list-style-type: none"><li>• Benefits, comparable</li></ul>
	<ul style="list-style-type: none"><li>• Support from the community</li></ul>
	<ul style="list-style-type: none"><li>• Experience</li></ul>
	<ul style="list-style-type: none"><li>• Teamwork</li></ul>





## WEAKNESSES

The degree of performance within an organization depends greatly on the identification of weaknesses and how these weaknesses are confronted. While it is not unusual for these issues to be at the heart of the organization's overall barriers, it is unusual for organizations to be able to identify and deal with these issues effectively on their own.

For any organization to either begin, or to continue to move progressively forward, it must not only be able to identify its strengths, but also those areas where it does not function well or not at all. These areas of needed enhancements are not the same as threats to be identified later in this document, but rather those day-to-day issues and concerns that may slow or inhibit progress.

The citizen group outlined what they saw as weaknesses in the GFD.

• None	• Facility
• Small main facility	• Partnering for training
• Communication	• Public perception
• Communications employees	

The fire department group shared what they saw as weaknesses in the GFD. The similarities of responses are noteworthy.

• Outdated technology	• Radio system
• Dispatch	• Dispatch
• Building facility	• Not enough stations
• Number of stations	• Need more stations to quit paying other departments to cover our area
• Fire contracts	• Fire apparatus
• Equipment	• Equipment / Tools
• Not enough equipment	• Equipment / Trucks
• Not enough personnel	• Manpower shortage
• Manpower	• Manpower
• Not enough personnel	• Wasting personnel at Station 4
• Personnel	• Staffing
• Younger staff	• Salary



<ul style="list-style-type: none"><li>• Promotional opportunities</li></ul>	<ul style="list-style-type: none"><li>• Lack of use of training facility</li></ul>
<ul style="list-style-type: none"><li>• Too much government involvement</li></ul>	<ul style="list-style-type: none"><li>• Tying trucks up for lift assist calls</li></ul>
<ul style="list-style-type: none"><li>• Communication</li></ul>	<ul style="list-style-type: none"><li>• No communication</li></ul>
<ul style="list-style-type: none"><li>• Communication</li></ul>	<ul style="list-style-type: none"><li>• Communication</li></ul>
<ul style="list-style-type: none"><li>• Teamwork</li></ul>	<ul style="list-style-type: none"><li>• Teamwork</li></ul>
<ul style="list-style-type: none"><li>• 3 shifts; 3 different fire departments</li></ul>	<ul style="list-style-type: none"><li>• Dependability</li></ul>
<ul style="list-style-type: none"><li>• Poor attitudes</li></ul>	<ul style="list-style-type: none"><li>• Leadership</li></ul>
<ul style="list-style-type: none"><li>• Follow through</li></ul>	<ul style="list-style-type: none"><li>• Some individuals scared to make change (stagnant)</li></ul>

Through a consensus process, the weaknesses of the GFD were identified. The table that follows lists the weaknesses identified by the citizen and fire department groups.

*Weaknesses of the City of Greer Fire Department*

Citizens	Greer FD
<ul style="list-style-type: none"> <li>Partnering for Training Opportunities (Schools &amp; Police)</li> </ul>	<ul style="list-style-type: none"> <li>Dispatch – goes to too many hands. GFD may be last</li> </ul>
<ul style="list-style-type: none"> <li>Messaging ( Public, City Agencies and Internally)</li> </ul>	<ul style="list-style-type: none"> <li>Equipment – a lot is patchwork</li> </ul>
	<ul style="list-style-type: none"> <li>Staffing – less than 5 years on – the-job (need to continue to hire so there is a balance</li> </ul>
	<ul style="list-style-type: none"> <li>Fire contracts – giving contracts out when the service is not equal</li> </ul>
	<ul style="list-style-type: none"> <li>Cannot train because there are not enough staff</li> </ul>
	<ul style="list-style-type: none"> <li>Greenville starting to hire \$10K above</li> </ul>
	<ul style="list-style-type: none"> <li>Communication (internal) significant issue</li> </ul>
	<ul style="list-style-type: none"> <li>Dependability – Part-time staff is a concern</li> </ul>



## OPPORTUNITIES

The opportunities for an organization depend on the identification of strengths and weaknesses and how they can be enhanced. The focus of opportunities is not solely on existing service, but on expanding and developing new possibilities both inside and beyond the traditional service area. Many opportunities exist for the GFD as outlined below.

The citizen group listed what they saw as opportunities in the GFD.

<ul style="list-style-type: none"> <li>Public education</li> </ul>	<ul style="list-style-type: none"> <li>Tours of facilities to students and staff</li> </ul>
<ul style="list-style-type: none"> <li>Get involved with schools as possible mentors</li> </ul>	<ul style="list-style-type: none"> <li>Outreach</li> </ul>
<ul style="list-style-type: none"> <li>Assess needs of community and act on them</li> </ul>	<ul style="list-style-type: none"> <li>Maintain national standards and response times</li> </ul>
<ul style="list-style-type: none"> <li>Volunteerism</li> </ul>	<ul style="list-style-type: none"> <li>Expand manpower and department</li> </ul>
<ul style="list-style-type: none"> <li>Cooperate with hiring dispatchers</li> </ul>	<ul style="list-style-type: none"> <li>Employ all ethnic groups of people</li> </ul>
<ul style="list-style-type: none"> <li>Facilities improvements</li> </ul>	

The fire department group listed what they saw as opportunities in the GFD, again, with many of the same responses.

<ul style="list-style-type: none"> <li>To be more community oriented</li> </ul>	<ul style="list-style-type: none"> <li>Community risk reduction officer position</li> </ul>
<ul style="list-style-type: none"> <li>Education (public)</li> </ul>	<ul style="list-style-type: none"> <li>Automatic aid</li> </ul>
<ul style="list-style-type: none"> <li>Join forces</li> </ul>	<ul style="list-style-type: none"> <li>To become stronger</li> </ul>
<ul style="list-style-type: none"> <li>New apparatus</li> </ul>	<ul style="list-style-type: none"> <li>Opportunities for new stations – due to community growth</li> </ul>
<ul style="list-style-type: none"> <li>New HQ !!!!!</li> </ul>	<ul style="list-style-type: none"> <li>No fire contracts</li> </ul>
<ul style="list-style-type: none"> <li>Grants (accepting the important one)</li> </ul>	<ul style="list-style-type: none"> <li>More education staff</li> </ul>
<ul style="list-style-type: none"> <li>Higher education</li> </ul>	<ul style="list-style-type: none"> <li>Training.</li> </ul>

Through a consensus process, the opportunities of the City of Greer Fire Department were identified. The table that follows lists the opportunities identified by the citizen and



fire department groups.

*Opportunities for the City of Greer Fire Department*

Citizens	Greer FD
<ul style="list-style-type: none"><li>• Discussion of ethnicity in the fire department (2015 photo on wall pointed out)</li></ul>	<ul style="list-style-type: none"><li>• Risk reduction officer</li></ul>
<ul style="list-style-type: none"><li>• Need to identify opportunities to engage the citizens/public/ whole community</li></ul>	
<ul style="list-style-type: none"><li>• Question raised about degree to which FD is family oriented occupation (dad, son)</li></ul>	



## THREATS

To draw strength and gain full benefit of any opportunity, any threats to the organization, with new risks and challenges, must also be identified. By recognizing possible threats, an organization can greatly reduce the potential for loss.

The citizen group listed what they saw as threats to the GFD.

<ul style="list-style-type: none"> <li>• Conflict with EMS</li> </ul>	<ul style="list-style-type: none"> <li>• Expanding coverage area – too big</li> </ul>
<ul style="list-style-type: none"> <li>• Rapid community growth</li> </ul>	<ul style="list-style-type: none"> <li>• Fast growing community</li> </ul>
<ul style="list-style-type: none"> <li>• Keeping up with rapidly growing community</li> </ul>	<ul style="list-style-type: none"> <li>• Public disconnect</li> </ul>
<ul style="list-style-type: none"> <li>• Disconnection from the community</li> </ul>	<ul style="list-style-type: none"> <li>• Firefighter safety during calls – concealed carry?</li> </ul>
<ul style="list-style-type: none"> <li>• Communication with other agencies about job responsibilities for personnel</li> </ul>	<ul style="list-style-type: none"> <li>• Interagency agreements</li> </ul>

The fire department group listed what they saw as threats to the GFD, with many of the same responses as the citizen group.

<ul style="list-style-type: none"> <li>• Economy</li> </ul>	<ul style="list-style-type: none"> <li>• Economy</li> </ul>
<ul style="list-style-type: none"> <li>• Sickness from sewer smell</li> </ul>	<ul style="list-style-type: none"> <li>• Community</li> </ul>
<ul style="list-style-type: none"> <li>• Public perception</li> </ul>	<ul style="list-style-type: none"> <li>• Contract out our whole district and dismantling GFD</li> </ul>
<ul style="list-style-type: none"> <li>• Coverage contracts</li> </ul>	<ul style="list-style-type: none"> <li>• Response overload</li> </ul>
<ul style="list-style-type: none"> <li>• Coverage area</li> </ul>	<ul style="list-style-type: none"> <li>• Aging Equipment</li> </ul>
<ul style="list-style-type: none"> <li>• Apparatus</li> </ul>	<ul style="list-style-type: none"> <li>• Working on the same level of training</li> </ul>
<ul style="list-style-type: none"> <li>• Training levels of mutual aid departments</li> </ul>	<ul style="list-style-type: none"> <li>• City council</li> </ul>
<ul style="list-style-type: none"> <li>• Council</li> </ul>	<ul style="list-style-type: none"> <li>• New City Admin/Mayor that does not support our vision.</li> </ul>

Through a consensus process, the threats of the City of Greer Fire Department were identified. The table below lists the threats identified by the citizen and fire department groups.



### *Threats to the City of Greer Fire Department*

Citizens	Greer FD
<ul style="list-style-type: none"><li>• Security of facilities</li></ul>	<ul style="list-style-type: none"><li>• Elimination of GFD is a significant concern</li></ul>
<ul style="list-style-type: none"><li>• Concealed carry options</li></ul>	<ul style="list-style-type: none"><li>• Citizens think we are robots</li></ul>



## SERVICES PROVIDED

The GFD was asked to identify the most important functions and services it provides and offers. It is important to identify these to assess whether they are consistent with the critical needs of the customers.

### *Services Provided by the City of Greer Fire Department*

#### **Core Services**

- Suppression
- Medical First Response
- Rescue
- Haz-Mat
- Education
- Inspections
- Investigations

#### **Supporting Programs**

- CPR Classes
- Fire Extinguisher Training
- Citizen Fire Academy
- Child Passenger Safety
- Smoke Alarm Installations





## CUSTOMER PRIORITIES and EXPECTATIONS

To dedicate time, energy and resources on service delivery most desired by the customer base, the GFD needs to understand what the customers consider to be their priorities. The citizens group was asked to prioritize the services offered by the GFD through a process of direct comparison.

Understanding what the community expects of its fire and emergency services organization is critically important to developing a long-range perspective. With this knowledge, internal emphasis may need to be changed or bolstered to fulfill the customer needs. In some cases, education on the level of service that already exists may be all that is needed.

The following are the priorities and expectations of the citizens group.

### *Service Priorities and Expectations of the Customers of the GFD*

- Engage /outreach with community
- Retain and recruit high quality personnel
- Anticipate / Prepare for future growth
- Diversity in the workforce (several participants indicated that by engaging with the community, increased diversity may be a positive outcome)
- Updating resources (communications / facilities)



## AREAS OF CUSTOMER CONCERN

The Customer Centered Strategic Planning process would be incomplete without an expression from the customer of their concerns about the organization. Some areas of concern may in fact be a weakness within the delivery system. However, they may also be perceptions of the customers based on lack of, or incorrect information.

### *Areas of Customer Concern of the City of Greer Fire Department*

- Training (disaster training)
- Retain and recruit high quality personnel
- Visit/inspire students
- Anticipate / Prepare for future growth
- Safety for firefighter and facilities
- Updating resources (communications, facilities)
- Wage assessment
- Positive public relations
- Diversity in the workforce (more reflective of the community)
- Engage / outreach with community



## POSITIVE CUSTOMER FEEDBACK

Practical Solutions for Public Safety, Inc. has found that for a strategic plan to be valid, the customer views on the strengths and image of the emergency services organization must be established. Needless efforts are often expended in over-developing areas that are already successful. However, proper utilization and promotion of the customer-identified strengths may often help the organization overcome or offset some of the identified weaknesses.

### *Positive Customer Comments about the GFD*

- Response time
- Ready to respond
- Medical response to the issue
- Forward thinking
- High rating
- Well-trained
- Community involvement
- Community outreach
- People
- Dedicated employees
- Good leadership
- Good partners
- Professional



## CRITICAL ISSUES AND SERVICE GAPS

A questionnaire/survey was administered to all the members of the Greer Fire Department. Its purpose was to measure the current environment of the department. All the responses were anonymous. There was a 25% return rate on the surveys. The results were shared at the GFD strategic planning work session. Three questions were asked on the survey:

1. Please list any significant weaknesses you feel that your fire department has in either its internal organization or external effectiveness. Pay particular attention to the specific areas within which you function.
2. Please list any positive feedback or strengths you feel that your fire department has, again paying particular attention to the specific areas within which you function.
3. What do you believe are the three most critical issues faced by your organization (internal or external) that could impact its effectiveness or welfare (continue on back if needed)?

All responses were categorized into “like” responses, as listed below.

Question #1 – Top three negative responses in priority were:

- Staffing Levels (1)
- Radio Communication System CAD (2)
- Inter-departmental & Inter-city Communications (3)
- Station & Equipment Sub-par (3)
- Need for more Stations (Eliminate Contracts) (3)

Question #2 – Top three positive responses in priority order were:

- Customer Service (1)
- Full Support from the Command Staff (2)
- Education / Training Opportunities (3)



Question #3 – Top three most critical issues in priority order were:

- Contracting with other FD's to provide coverage (poor customer service) (1)
- Apparatus Fleet & Lack of Functional Equipment Maintenance (2)
- Staffing Levels Low (3)
- Dispatch / CAD System (3)

After reviewing the GFD core services, the survey results, the organizational strengths and weaknesses, and the opportunities and threats posed by the industry and community environment in which it operates, the planning team identified the primary critical issues that face the Department. These reflect the issues that the team feels pose the greatest risk of impact on its services and organizational health. In addition, the team also identified any gaps in the Department's activities that need to be filled to provide the levels of service it has pledged. These are reflected in the Goals and Objectives section of this report and provides the GFD with clear core service areas to address moving forward.



## GOALS AND OBJECTIVES

The Customer Centered Strategic Planning process, to this point, has dealt with establishing the mission, vision, and values of the organization. In addition, identification of strengths, weaknesses and needs of both the organization and customer was accomplished. To achieve the mission of the GFD, realistic goals and objectives must be established. Goals and objectives are imperative to provide the individual members with clear direction. To establish the goals and objectives the strategic planning group met to complete this critical process. As goals and objectives are management tools, they should be updated on an ongoing basis to identify what has been accomplished and to note changes within the organization and the community. The attainment of a performance target should be recognized and celebrated to provide a sense of organizational accomplishment.

The goals and objectives (as well as the performance objectives included later in this document) should now become the focus of the efforts of the GFD. Great care was taken by the staff of Practical Solutions for Public Safety, Inc. to ensure that the critical needs and areas of needed enhancement previously identified were addressed within the goals and objectives.

By following these goals and objectives carefully, the organization will be redirected and guided into the future. They should also greatly reduce the number of obstacles and distractions for the organization and its members.

The strategic planning group set priorities for the accomplishment of specific objectives. Those that carried higher priorities are scheduled for completion first, and lower priority objectives scheduled later. Overall these goals and objectives provide very specific timelines for the next several years and more general timelines beyond that. The leadership of the GFD should meet periodically to review progress towards these goals and objectives and adjust timelines and specific targets as needs and the environment



change.

Order of Priority	Program	Time Frame
1	Community Risk Reduction/Assessment	0 - 1 years
2	Community involvement	0 - 1 year (on going)
3	Apparatus / Equipment	3 - 5 years
4	Facilities	3 - 5 years
5	Recruitment/retention (explorer program) (salaried – new class & comp study)	0 - 1 year (on going)
6	Training	0 - 1 year (on going)
7	Mutual Aid/Automatic Aid Agreements	18 - 24 months
8	Communications/Dispatch	(0 - 6 months' radios) (18 months)
9	Personnel	3 - 5 years
10	Contracts for services	5 - 10 years



## Goal 1 – Community Risk Reduction/Assessment

Objective 1-A: Identify our community.

**Timelines** 0 to 12 months

**Critical Tasks:**

- Surveys and Evaluations
- Demographic Studies

Objective 1-B: Conduct a community risk assessment

**Timelines** 0 to 24 months

**Critical Tasks:**

- Identify project manager
- Identify outside resources
- Identify target hazards

## Goal 2 – Community involvement

Objective 2-A: Evaluate current involvement within our community.

**Timelines** 0 to 6 months (on going)

**Critical Tasks:**

- Document everything we do currently as it pertains to community involvement
- Evaluate each of the current methods and opportunities

Objective 2-B: Identify additional opportunities for involvement

**Timelines** 0 to 12 months (on going)

**Critical Tasks:**

- Research other fire departments and their community outreach programs

Objective 2-C: Identify an assessment tools to collect feedback.

**Timelines** 0 to 12 months (on going)

**Critical Tasks:**

- Set up survey to collect feedback





### Goal 3 – Apparatus / Equipment.

Objective 3-A: Complete evaluation of apparatus and equipment via internal and external components.

**Timelines** 0 to 6 months

**Critical Tasks:**

- Third party fire apparatus maintenance evaluate apparatus for mechanical and operational readiness.

Objective 3-B: Establish an apparatus and equipment replacement program

**Timelines** 2 to 5 years

**Critical Tasks:**

- Fleet replacement program and schedule that aligns with industry best practices
- Work with finance department to identify financial capacity.
- Standardize apparatus specs for Engine, Ladder, and Rescue
- Evaluate current equipment program and establish equipment replacement program

### Goal 4 – Facilities.

Objective 4-A: Evaluate current facilities for structural (mechanical, electrical, and plumbing), current use and current codes.

**Timelines** 12 to 24 months

**Critical Tasks:**

- Hire firm to evaluate facilities.
- Internal evaluation of use and need per facility

Objective 4-B: Evaluate our standard of cover.

**Timelines** 12 to 24 months

**Critical Tasks:**

- Collect community feedback on response expectations



- Create and adopt a standard of cover
- Fire station location study

Goal 5 – Recruitment/retention (explorer program) (salaried – new class & comp study).

Objective 5-A: Evaluate present recruitment and retention programs.

**Timelines** 12 to 18 months (on going)

**Critical Tasks:**

- Explorer post evaluation
- Evaluate involvement with Harley Bonds Career Center Fire Technology program
- Research other departments recruitment and retention programs.

Objective 5-B: Evaluate current salaries and benefits.

**Timelines** 0 to 12 months

**Critical Tasks:**

- Conduct pay and comp study
- Evaluate all benefits offered to personnel

Goal 6 – Training

Objective 6-A: Establish a minimum standard for training the meets applicable NFPA, ISO and department standards

**Timelines** 0 to 12 months (on going)

**Critical Tasks:**

- Establish a timeline for evaluation
- Identify the minimum training requirements for respective positions
- Develop career paths for all positions

Objective 6-B: Establish proficiency standards and requirements for job specific functions

**Timelines** 0 to 12 months



**Critical Tasks:**

- Identify job specific functions for each position
- Identify measurable parameters for proficiency standards

Goal 7 – Mutual Aid/Automatic Aid Agreements

Objective 7-A: Establish parameters for the need of automatic and mutual aid

**Timelines** 12 to 18 months

**Critical Tasks:**

- Identify when and where aid is needed
- Identify participating partners

Objective 7-B: Establish minimum certification level standards for participating departments

**Timelines** 12 to 18 months

**Critical Tasks:**

- Identify response standards
- Identify certification levels

Goal 8 – Communications/Dispatch.

Objective 8-A: Establish an interoperable radio system

**Timelines** 0 to 12 months

**Critical Tasks:**

- Replace current radio system with a new 800mhz interoperable system
- Establish a consistent radio template for all departments

Objective 8-B: Establish minimum training standards for fire tele-communicators

**Timelines** 12 to 18 months

**Critical Tasks:**



- Ensure all tele-communicators are trained to APCO standards

Objective 8-C: Establish measurable performance standards for tele-communicators

**Timelines** 12 to 18 months

**Critical Tasks:**

- Identify measurable parameters for proficiency

Objective 8-D: Establish an oversight committee for dispatch center

**Timelines** 6 to 12 months

**Critical Tasks:**

- Identify committee participating departments
- Identify oversight policy

Goal 9 – Personnel

Objective 9-A: Establish staffing levels congruent with call volume

**Timelines** 3 to 5 years

**Critical Tasks:**

- Identify community needs through risk assessment
- Identify minimum staffing needs

Goal 10 – Contracts for services

Objective 10-A: Evaluate current and future contracts for service

**Timelines** 5 to 10 years

**Critical Tasks:**

- Review current contracts
- Identify future contract needs



## CONCLUSION

This strategic plan provides a detailed roadmap into the future of the Greer Fire Department. It is a living, working document, and a tool to be used at all levels of the organization. Constant evaluation of outcomes is critical in determining the success of the organization's efforts and direction. The customers and membership of the department have developed a set of **performance objectives** to provide a quantitative method to monitor performance. In addition, the performance objectives include targets for maintenance or improvement of the specific measures.



Notes:

[illegible]



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**Planning Commission**

**Summary:**

District 1 Don Foster has resigned effective immediately his term expires 6/30/2020. (Action Required)

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
☐ Planning Commission Members	3/7/2018	Backup Material
☐ Don Foster Resignation	3/7/2018	Backup Material



## CITY OF GREER PLANNING COMMISSION

### Four Year Terms

			TERM EXPIRES	CERTIFICATION DATE
<b>DISTRICT 1</b>	<b>Don Foster</b>	6/28/16	<b>June 30, 2020</b>	
	721A South Main Street, 29650	6/12/12	June 30, 2016	6/5/08 (6 Hour)
	Residence 879-3413	5/13/08	June 30, 2012	7/20/09 (1Hour)
	E-mail <a href="mailto:allstarstoragesc@aol.com">allstarstoragesc@aol.com</a>	2/26/08	June 30, 2008	
<b>DISTRICT 2</b>	<b>Judy O. Jones</b>	7/11/2017	<b>June 30, 2021</b>	
	305 Canteen Avenue, 29650	6/25/13	June 30, 2017	03/06/06 & 10/26/06(6 Hrs)
	Residence 877-0440	7/14/09	June 30, 2013	10/8/07 (3 Hours)
	Business 234-6310	7/12/05	June 30, 2009	10/27/08 (3 Hours)
	E-mail <a href="mailto:jojones@mindspring.com">jojones@mindspring.com</a>			7/20/09 (1 Hour)
<b>DISTRICT 3</b>	<b>Mark Hopper</b>	7/11/17	<b>June 30, 2021</b>	
	172 Lemon Creek Drive	10/14/14	June 30, 2017	
	Lyman 29365			
	Phone 901-0453			
	E-Mail <a href="mailto:mark.a.hopper@hotmail.com">mark.a.hopper@hotmail.com</a>			
<b>DISTRICT 4</b>	<b>Micky Montgomery</b>	5/26/15	<b>June 30, 2019</b>	
	100 Laurel Road, Greer SC 29651	7/8/14	June 30, 2015	
	Mobile 864-325-9941 (preferred)			
	Office 864-416-1031			
	Fax 864-349-2011			
	Email <a href="mailto:micky@mrgsc.com">micky@mrgsc.com</a>			
<b>DISTRICT 5</b>	<b>Suzanne Traenkle</b>	6/9/15	<b>June 30, 2019</b>	
	117 Pine Street, 29650	6/14/11	June 30, 2015	
	Res/Bus 877-8697	6/8/10	June 30, 2011	
	Mobile 905-0394			
	E-mail <a href="mailto:suetraenkle@bellsouth.net">suetraenkle@bellsouth.net</a>			
<b>DISTRICT 6</b>	<b>Brian Martin</b>	6/27/17	<b>June 30, 2021</b>	7/20/09 (1 Hour)
	3 Meadow Breeze Ct.	6/25/13	June 30, 2017	
	Greer, SC 29650	6/9/09	June 30, 2013	
	Residence 848-3385			
	Business 334-1986			
	Fax 334-1987			
	E-mail <a href="mailto:Brian@MartinandDavis.com">Brian@MartinandDavis.com</a>			
<b>AT LARGE</b>	<b>William Lavender</b>	11/28/17	<b>June 30, 2020</b>	
	102 Park Hill Drive			
	Greer, SC 29651			
	Home 864-848-3262			
	Cell 864-723-1043			
	Business 864-334-6104			
	E-mail <a href="mailto:will@upstatesurveying.com">will@upstatesurveying.com</a>			



**From:** Joy Foster [<mailto:allstarstoragesc@aol.com>]  
**Sent:** Wednesday, March 7, 2018 7:12 AM  
**To:** Kelli McCormick <[kmccormick@cityofgreer.org](mailto:kmccormick@cityofgreer.org)>  
**Subject:** Don's Resignation

It was my pleasure to serve as a member and as Chairman of the City of Greer Planning Commission. Joy and I have recently moved outside of Greer, so I am no longer able to continue. All the best to you.  
Don Foster



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**Second and Final Reading of Ordinance Number 5-2018**

**Summary:**

AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY B. SCOTT STREETMAN LOCATED AT RIDGECREST CIRCLE FROM O-D (OFFICE DISTRICT) TO R-7.5 (RESIDENTIAL SINGLE- FAMILY). (Action Required)

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ Ordinance Number 5-2018	3/6/2018	Ordinance
▣ Ord 5-2018 Exhibit A Map	3/6/2018	Exhibit
▣ Ord 5-2018 Planning Commission Minutes	3/9/2018	Backup Material

**ORDINANCE NUMBER 5-2018**

**AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY B. SCOTT STREETMAN LOCATED AT RIDGECREST CIRCLE FROM O-D (OFFICE DISTRICT) TO R-7.5 (RESIDENTIAL SINGLE- FAMILY).**

The City Council of Greer makes the following findings:

This ordinance pertains to a certain property owned by B. Scott Streetman located at Ridgecrest Circle and more clearly identified by the attached City of Greer Map specifying Greenville County Parcel Numbers G019000122100 and G019000122000 containing approximately 0.83 acres attached hereto marked as Exhibit A.

1. The owner desires to change the zoning classification of the property and has shown the need for such use to the Greer Planning Commission at a public hearing held on January 22, 2018.
2. To accomplish the desired change in use in the most effective manner, the zoning classification should be changed to R-7.5 (Residential Single-Family).
3. The proposed use is in keeping with the general character of the surrounding property.

**NOW, THEREFORE**, be it ordained by the Mayor and Council of the City of Greer, South Carolina, as follows:

The zoning classification of the property located at Ridgecrest Circle and more particularly identified by the attached City of Greer Map specifying Greenville County Parcel Numbers G019000122100 and G019000122000 containing approximately 0.83

acres attached hereto marked as Exhibit A shall be changed from O-D (Office District) to R-7.5 (Residential Single-Family).

This ordinance shall be effective immediately upon second reading approval.

**CITY OF GREER, SOUTH CAROLINA**

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Richard W. Danner, Mayor

**ATTEST:**

---

Elizabeth Adams, Executive Administrative Assistant

Introduced by: Councilman Wryley Bettis

First Reading: February 27, 2018

Second and  
Final Reading: March 13, 2018

Approved as to Form:

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Daniel R. Hughes, Esquire  
City Attorney

EXHIBIT

A

GROVE PT

BURLWOOD CT

BROOKWOOD DR

RIDGECREST CIR

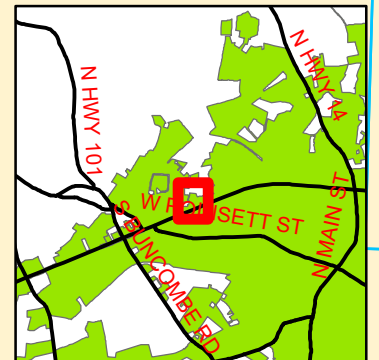
WEDGEWOOD DR

Subject Properties  
G019000122000  
G019000122100  
Acres: 0.83

W WADE HAMPTON BLVD

MIDDLETON WAY

City Limits  
Parcels  
Streets



Ordinance 05-2018

0 100 200 300 400 Feet

Created 2/20/2018 by City of Greer GIS

The City of Greer Planning/Zoning Department does not guarantee the accuracy or the correctness of this map nor assumes any legal responsibility for the information contained on it. This map is not a legal document. This map is based on the South Carolina State Plane Coordinate System using the 1983 adjustment of the North American Datum. All rights reserved. No part of this map may be reproduced or used in any form or by any means without the expressed written consent of the City of Greer Planning/Zoning Department.

# City of Greer

## Planning Commission Minutes January 22, 2018

Ordinance Number 5-2018

The applicant, Scott Streetman, gave a brief description of his request. He stated that there are deed restrictions on the property that state it may only be used for residential use. Mrs. Martin stated that he had some knowledge of this property and asked how many homes Mr. Streetman is proposing to build on the property. Mr. Streetman advised four homes approximately 1300 to 1350 square feet each.

Ms. McCormick read the staff analysis and recommendation for RZ 2018-02 as follows:

**RZ 2018-02** is a rezoning request for two parcels located on **Ridgecrest Circle**. This property is currently vacant. The request is to rezone the property from O-D, Office District to **R-7.5, Single-Family Residential**, in order to subdivide the property into three lots and build single-family residences.

Surrounding land uses and zoning include:

North:	R-20, Single-Family Residential: vacant
East:	R-20, Single-Family Residential: single-family residence
South:	C-3, Commercial: various commercial businesses
West:	O-D, Office District: vacant

Zoning/Rezoning History:

1992: Annexation and zoning to R-20, Single-Family Residential  
2003: Rezoning to O-D, Office District

As stated in the above section, this property is located in a Residential Land Use 1 Community. While the density of the requested zoning district is higher than the Comprehensive Plan calls for in this area, the choice is more appropriate for the zoning district than the existing zoning district. The change in zoning would allow the pattern of development on the street to continue and provide a transition from the intense development on Wade Hampton Boulevard to the neighborhood to the north. As such, Staff recommends approval of this rezoning request.

**STAFF RECOMMENDATION: APPROVAL**

Mr. Martin gave a brief history of the property and stated that he feels that the proposed request is a good use for the property. Mr. Foster asked Mr. Martin if the deed restrictions were still enforceable. Mr. Martin stated that he believed they were and that there is also a restriction prohibiting the sale of alcohol on this property.

There being no other discussion, Ms. Jones made a motion to approve RZ 2018-02. Mr. Lavender seconded the motion. The motion carried with a vote of 7 to 0.

**Category Number: X.**  
**Item Number: B.**



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**Second and Final Reading of Ordinance Number 6-2018**

**Summary:**

AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY RICHARD FRANS LOCATED AT 937 ABNER CREEK ROAD FROM C-3 (COMMERCIAL) TO R-7.5 (RESIDENTIAL SINGLE- FAMILY). (Action Required)

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ Ordinance Number 6-2018	3/6/2018	Ordinance
▣ Ord 6-2018 Exhibit A Map	3/6/2018	Exhibit
▣ Ord 6-2018 Planning Commission Minutes	3/9/2018	Backup Material

## **ORDINANCE NUMBER 6-2018**

### **AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY RICHARD FRANS LOCATED AT 937 ABNER CREEK ROAD FROM C-3 (COMMERCIAL) TO R-7.5 (RESIDENTIAL SINGLE-FAMILY).**

The City Council of Greer makes the following findings:

This ordinance pertains to a certain property owned by Richard Frans located at 937 Abner Creek Road and more clearly identified by the attached City of Greer Map specifying Spartanburg County Parcel Number 9-06-00-006.00 containing approximately 25.06 acres attached hereto marked as Exhibit A.

1. The owner desires to change the zoning classification of the property and has shown the need for such use to the Greer Planning Commission at a public hearing held on January 22, 2018.
2. To accomplish the desired change in use in the most effective manner, the zoning classification should be changed to R-7.5 (Residential Single-Family).
3. The proposed use is in keeping with the general character of the surrounding property.

**NOW, THEREFORE**, be it ordained by the Mayor and Council of the City of Greer, South Carolina, as follows:

The zoning classification of the property located at 937 Abner Creek Road and more particularly identified by the attached City of Greer Map specifying Spartanburg County Parcel Number 9-06-00-006.00 containing approximately 25.06 acres attached



hereto marked as Exhibit A shall be changed from C-3 (Commerical) to R-7.5 (Residential Single-Family).

This ordinance shall be effective immediately upon second reading approval.

**CITY OF GREER, SOUTH CAROLINA**

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Richard W. Danner, Mayor

**ATTEST:**

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Elizabeth Adams, Executive Administrative Assistant

Introduced by: Councilman Wayne Griffin

First Reading: February 27, 2018

Second and  
Final Reading: March 13, 2018

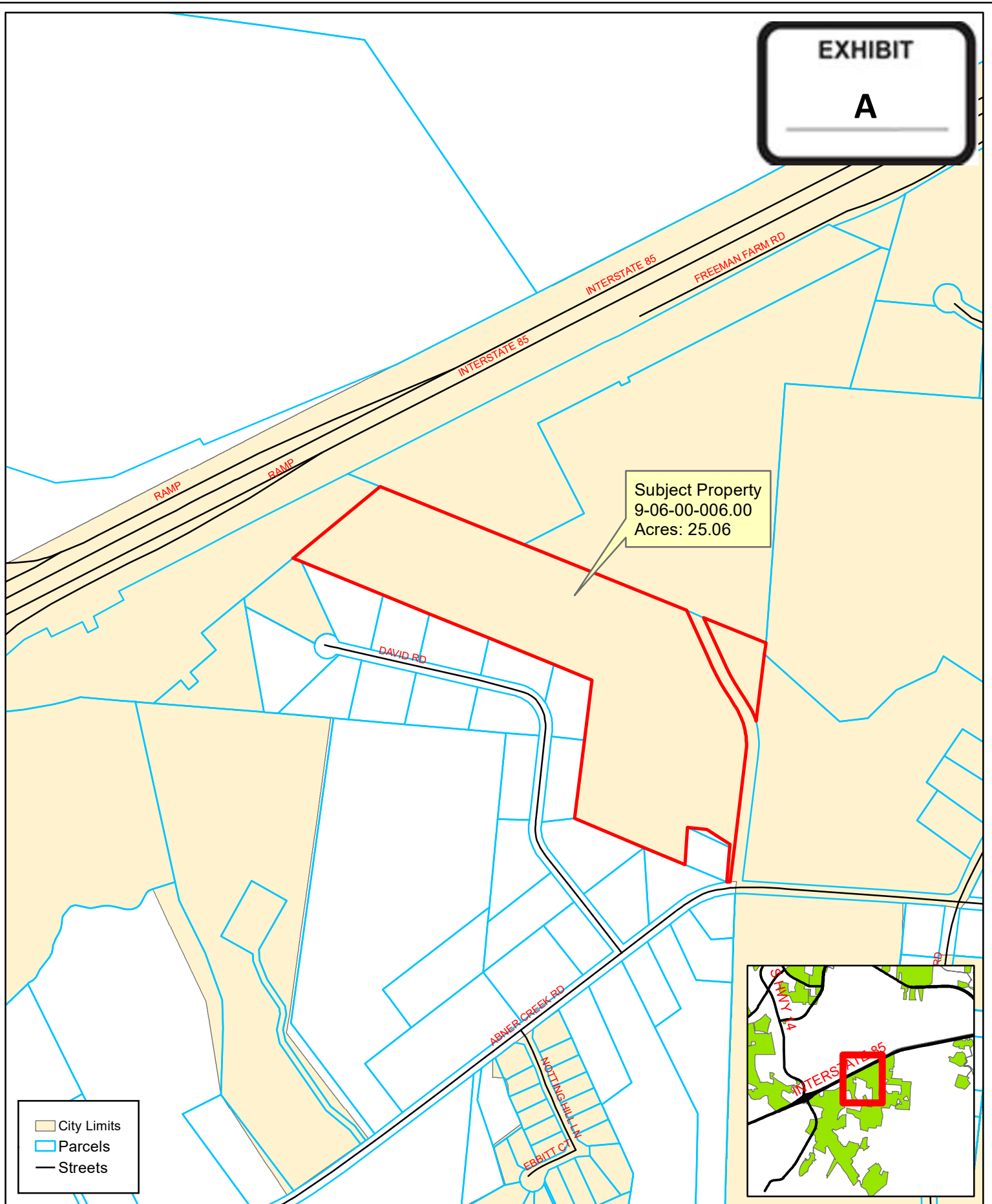
Approved as to Form:

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Daniel R. Hughes, Esquire  
City Attorney

EXHIBIT

A



Ordinance 06-2018



0 250 500 750 1,000 Feet

Created 2/20/2018 by City of Greer GIS

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## **City of Greer Planning Commission Minutes January 22, 2018**

Ordinance Number 6-2018

Ms. McCormick read the staff analysis and recommendation for RZ 2018-04 as follows:

**RZ 2018-04** is a rezoning request for a parcel located at **937 Abner Creek Road**. This property is currently vacant. The request is to rezone the property from C-3, Commercial, to **R-7.5, Single-Family Residential**, in order to subdivide the property and construct a single-family subdivision.

Surrounding land uses and zoning include:

North:	C-3, Commercial: vacant and I-85
East:	C-3, Commercial: future SCDOT salt shed
South:	Unzoned (Spartanburg County): single-family residences
West:	Unzoned (Spartanburg County): single-family residences

Zoning/Rezoning History:

1995: Annexation and zoning to C-3, Commercial

As stated in the above section, this property is located in an Employment Center Community. The current zoning, C-3, Commercial, is appropriate as this location and serves as a buffer between the interstate and the adjacent single-family residences as well as a buffer between the neighboring commercial and industrial property. The development pattern in this area is mixed with both residential and service/industrial uses and changing property to residential right next to a developing service use is not the best choice at this time.

As such, Staff recommends denial of this rezoning request.

### **STAFF RECOMMENDATION: DENIAL**

Mr. Martin asked Ms. McCormick if there were any other R-7.5 zoning around this property. Ms. McCormick pulled up the zoning map and GIS to provide that information.

Mr. Foster asked staff why their recommendation was for denial. Ms. McCormick stated that it was because of the proximity and view to the interstate and I-1 development. She stated she understands the issues with the frontage road but has not comment on that at this time.

Mr. Lavender asked if the driveway for the home bordering the proposed entrance was a part of the property in question and if it had an easement. Jon Schweigert approached the podium and stated that Spartanburg County said that the area in question was an unused county road that they had not maintained.

After some discussion from the Commission, Mr. Montgomery made a motion to approve RZ 2018-04. Suzanne Traenkle seconded the motion. The motion carried with a vote of 4 to 3. Mr. Foster, Ms. Jones, and Mr. Martin voting in opposition.



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**Second and Final Reading of Ordinance Number 7-2018**

**Summary:**

AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTY OWNED BY DOBBIE LIMITED PARTNERSHIP LOCATED AT VICTOR HILL ROAD BY ONE HUNDRED PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF I-1 (INDUSTRIAL), FOR SAID PROPERTY (Action Required)

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ Ordinance Number 7-2018	3/6/2018	Ordinance
▣ Ord 7-2018 Exhibit A Deed	3/6/2018	Exhibit
▣ Ord 7-2018 Exhibit B Plat	3/6/2018	Exhibit
▣ Ord 7-2018 Exhibit C Map	3/6/2018	Exhibit
▣ Ord 7-2018 Exhibit D Flood Map	3/6/2018	Exhibit
▣ Ord 7-2018 Planning Commission Minutes	3/9/2018	Backup Material

**ORDINANCE NUMBER 7-2018**

**AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTY OWNED BY DOBBIE LIMITED PARTNERSHIP LOCATED AT VICTOR HILL ROAD BY ONE HUNDRED PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF I-1 (INDUSTRIAL), FOR SAID PROPERTY**

**WHEREAS**, Dobbie Limited Partnership is the owner of property located at Victor Hill Road more particularly described on the legal description attached hereto marked as Exhibit A, the plat attached hereto marked as Exhibit B, the map attached hereto marked as Spartanburg County Parcel Number 5-24-00-031.00 containing approximately 71.04 +/- acres attached hereto marked as Exhibit C and the National Flood Insurance Program Flood Insurance Rate Map No. 45083C0216D attached hereto marked as Exhibit D; and

**WHEREAS**, the property currently has zero (0) occupants; and

**WHEREAS**, Dobbie Limited Partnership has petitioned the City of Greer to annex their property by one-hundred percent (100%) petition; and

**WHEREAS**, the property is now outside the city limits of Greer but adjoins the city limits; and

**WHEREAS**, the property owner has requested that the subject property be zoned I-1, Industrial; and

**WHEREAS**, the requested zoning is consistent with the land uses in the general area and the land planning of the city.

**NOW, THEREFORE**, be it ordained by the Mayor and Council of the City of Greer, South Carolina, as follows:

1. ANNEXATION: The 71.04 +/- acres property shown in red on the attached map owned by Dobbie Limited Partnership located at Victor Hill Road more particularly described on the attached map as Spartanburg County Parcel Number 5-24-00-031.00 is hereby annexed into the corporate city limits of the City of Greer.

2. ZONING ASSIGNMENT: The above referenced property shall be zoned I-1, Industrial, pending confirmation or rezoning pursuant to the applicable City of Greer Zoning Ordinance.

3. LAND USE MAP: The above reference property shall be designated as Employment Center on the Land Use Map contained within the 2010 Comprehensive Plan for the City of Greer.

4. FLOOD INSURANCE RATE MAP: This ordinance shall adopt The National Flood Insurance Program Flood Insurance Rate Map Number 45083C0216D.

5. DISTRICT ASSIGNMENT: The above referenced property shall be assigned to City Council District #3.

This ordinance shall be effective upon second reading approval thereof.

## **CITY OF GREER, SOUTH CAROLINA**

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Richard W. Danner, Mayor

### **ATTEST:**

---

Elizabeth Adams, Executive Administrative Assistant

Introduced by:

First Reading: February 27, 2018

Second and  
Final Reading: March 13, 2018

Approved as to Form:

---

Daniel R. Hughes, Esquire  
City Attorney

RECORDED

DEED 1 E PG 5

99 DEC 28 AM 9:41

1979 DEC 28 AM 9:35  
 DOCUMENTARY STAMPS  
 EXEMPT

Address: Dobbie Ltd. Partnership  
 Agnes D. Bruce  
 12 Woodland Way Circle  
 Greenville, SC 29601

STATE OF SOUTH CAROLINA )

COUNTY OF SPARTANBURG )

TITLE TO REAL ESTATE

**KNOW ALL MEN BY THESE PRESENTS, that, Eunice C. Dobson**  
 in consideration of Ten (\$10.00) Dollars and other considerations the receipt of which  
 is hereby acknowledged, has granted, bargained, sold and released, and by these  
 presents does grant, bargain, sell and release unto **Dobbie Limited Partnership:**

All that certain tract of land located near Woods Chapel Methodist Church on  
 the south side of Victor-Woods Chapel Road, Spartanburg County South  
 Carolina containing 73.26 acres, more or less, and being more particularly  
 shown on survey prepared for Dobson Brothers by Wolfe & Huskey, Inc.  
 Engineers and Surveyors, dated May 10, 1982 and recorded in Plat Book 93 at  
 page 119 in the Office of the Register of Deeds for Spartanburg County, to  
 which plat reference is made for a more complete and perfect description.

This being a portion of the property conveyed to Leonard A. Dobson by deed of  
 Lawrence M. Dobson et al recorded in Deed Book 51A at page 596 on February  
 4, 1985.

Also: All that piece, parcel or lot of land in Spartanburg County, State of South  
 Carolina, located near Greer, S.C., and being shown on plat made for Dobson  
 Brothers by Wolfe & Huskey, Inc., dated November 15, 1991 and having the  
 following courses and distances, to wit:

BEGINNING at iron pin on the northern side of S.C. Highway No. 290, corner  
 of Maudie Mathis and running thence with Mathis N. 10-49-27 W., 247.63 feet  
 to right of way of Piedmont & Northern Railway; thence with said right of way  
 N. 78-19-02 E., 1016.90 feet to old iron pin, corner of L.A. Dobson; thence  
 with L.A. Dobson S. 06-28-00 E., 279.02 feet to old pin on the northern side  
 of S.C. Highway No. 290; thence with said highway S. 80-03-32 W., 995.71  
 feet to the beginning corner and containing 6.07 acres, more or less. This was  
 conveyed to R.A. and I.B. Dobson by Trustees of Wofford college by deed  
 recorded in deed book 9A page 11, on 3-31-1937.

This being the same property conveyed to Leonard A. Dobson by deed of  
 Corinne D. Byrnside, et al recorded in Deed Book 59-R, page 259 on January  
 12, 1993 in said Register's Office.

TMS# 9-04-00-001.01

TOGETHER with all and singular the rights, members, hereditaments and  
 appurtenances to the said premises belonging or in anywise incident or appertaining;  
 TO HAVE AND TO HOLD, all and singular the said premises before mentioned unto the  
 said Grantee(s) and the Grantee's(s') heirs (or successors) and Assigns forever. And  
 the Grantor(s) do(es) hereby bind the Grantor(s) and the Grantor's(s') heirs (or  
 successors) and assigns, to warrant and forever defend all and singular the premises  
 unto the Grantee(s), and the Grantee's(s') heirs (or successors) and assigns against the  
 Grantor(s) and the Grantor's(s') heirs (or successors) and against any person  
 whomsoever lawfully claiming or to claim the same, or any part thereof, except as to  
 conditions, covenants, right of ways, easements and restrictions of record.



WITNESS the grantor's(s') hand(s) and seal(s) this 20 day of December, 99.

SIGNED, sealed and delivered  
in the presence of:

Eunice C. Dobson (SEAL)  
Eunice C. Dobson

Sherry D. Rada  
[Signature]

STATE OF SOUTH CAROLINA )  
COUNTY OF SPARTANBURG )

ACKNOWLEDGMENT

I, the undersigned notary public, do hereby certify that Eunice C. Dobson personally appeared before me this day and acknowledged the due execution of the foregoing instrument.

SWORN TO this 20 day of December, 99.

Sherry D. Rada (SEAL)

Notary Public for South Carolina  
My commission Expires: 12/21/2006  
F:\WP50\AP\DOBSON\0012\DEED.1

STATE OF SOUTH CAROLINA

COUNTY OF SPARTANBURG

AFFIDAVIT FOR EXEMPT TRANSFERS

PERSONALLY appeared before me the undersigned, who being duly sworn, deposes and says:

1. I have read the information on the back of this affidavit and I understand such information.
2. The property being transferred is located at Victor Woods Chapel Road bearing Spartanburg County Tax Map Number 5-24-00-031 and on SC Hwy 290 bearing Spartanburg County Tax Map Number 9-04-00-001.01 was transferred by Eunice C. Dobson to Dobbie Limited Partnership on December 20, 1999.
3. The deed is exempt from the deed recording fee because (See Information section of affidavit,):

Deed is a transfer of realty to a corporation, a partnership, or a trust in order to become, or as, a stockholder, partner, or trust beneficiary entity provided no consideration is paid for the transfer other than stock in the corporation, interest in the partnership, beneficiary interest in the trust, or the increase in value in such stock or interest held by the grantor.

4. As required by Code Section 12-24-70, I state that I am a responsible person who was connected with the transaction as:  
Attorney for Grantor
5. I understand that a person required to furnish this affidavit who wilfully furnishes a false or fraudulent affidavit is guilty of a misdemeanor and, upon conviction, must be fined not more than one thousand dollars or imprisoned not more than one year, or both.

[Signature]  
Responsible Person Connected with the Transaction

Eunice C. Dobson  
Print or Type Name Here

SWORN to before me this 20th  
day of December, 1999.

[Signature]  
Notary Public for South Carolina  
My Commission Expires: 9-22-2009

Except as provided in this paragraph, the term "value" means "the consideration paid or to be paid in money or money's worth for the realty." Consideration paid or to be paid in money's worth includes, but is not limited to, other realty, personal property, stocks, bonds, partnership interest and other intangible property, the forgiveness or cancellation of a debt, the assumption of a debt, and the surrendering of any right. The fair market value of the consideration must be used in calculating the consideration paid in money's worth. Taxpayers may elect to use the fair market value of the realty being transferred in determining fair market value of the consideration. In the case of realty transferred between a corporation, a partnership, or other entity and a stockholder, partner, or owner of the entity, and in the case of realty transferred to a trust or as a distribution to a trust beneficiary, "value" means the realty's fair market value. A deduction from value is allowed for the amount of any lien or encumbrance existing on the land, tenement, or realty before the transfer and remaining on the land, tenement, or realty after the transfer. Taxpayers may elect to use the fair market value for property tax purposes in determining fair market value under the provisions of the law.

**Exempted from the fee are deeds:**

- (1) transferring realty in which the value of the realty, as defined in Code Section 12-24-30, is equal to or less than one hundred dollars;
- (2) transferring realty to the federal government or to a state, its agencies and departments, and its political subdivisions, including school districts;
- (3) that are otherwise exempted under the laws and Constitution of this State or of the United States;
- (4) transferring realty in which no gain or loss is recognized by reason of Section 1041 of the Internal Revenue Code as defined in Section 12-6-40(A);
- (5) transferring realty in order to partition realty as long as no consideration is paid for the transfer other than the interests in the realty that are being exchanged in order to partition the realty;
- (6) transferring an individual grave space at a cemetery owned by a cemetery company licensed under Chapter 55 of Title 39;
- (7) that constitutes a contract for the sale of timber to be cut;

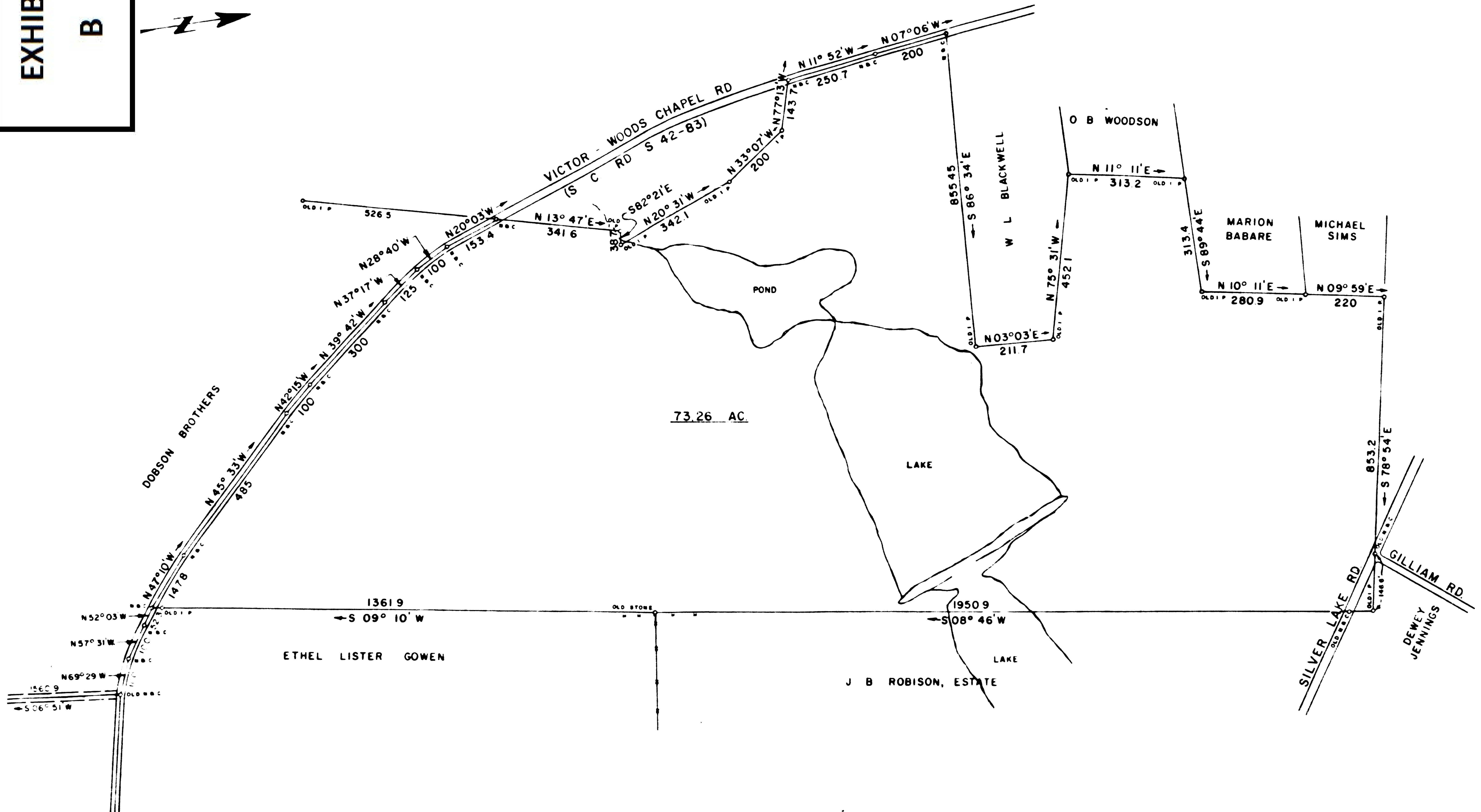
However, the transfer of realty from a corporation, a partnership, or a trust to a stockholder, partner, or trust beneficiary of the entity is subject to the fee even if the realty is transferred to another corporation, a partnership, or trust;

- (9) transferring realty from a family partnership to a partner or from a family trust to a beneficiary, provided no consideration is paid for the transfer other than a reduction in the grantee's interest in the partnership or trust. A "family partnership" is a partnership whose partners are all members of the same family. A "family trust" is a trust, in which the beneficiaries are all members of the same family. The beneficiaries of a family trust may also include charitable entities. "Family" means the grantor and the grantor's spouse, parents, grandparents, sisters, brothers, children, stepchildren, grandchildren, and the spouses and lineal descendants of any of the above. A "charitable entity" means an entity which may receive deductible contributions under Section 170 of the Internal Revenue Code as defined in Section 17-6-40(A);
- (10) transferring realty in a statutory merger or consolidation from a constituent corporation to the continuing or new corporation;
- (11) transferring realty in a merger or consolidation from a constituent partnership to the continuing or new partnership; and
- (12) that constitutes a corrective deed or a quitclaim deed used to confirm title already vested in the grantee, provided that no consideration of any kind is paid or is to be paid under the corrective or quitclaim deed.

EXHIBIT

B

RECORDED  
1985 JAN 29 PM 4:48  
R.M.C.  
SPARTANBURG, S.C.



I CERTIFY THAT THE RATIO OF PRECISION OF THE FIELD SURVEY IS 1/7500 AS SHOWN HEREON AND THE AREAS WERE DETERMINED BY THE D M D METHOD OF AREA CALCULATION

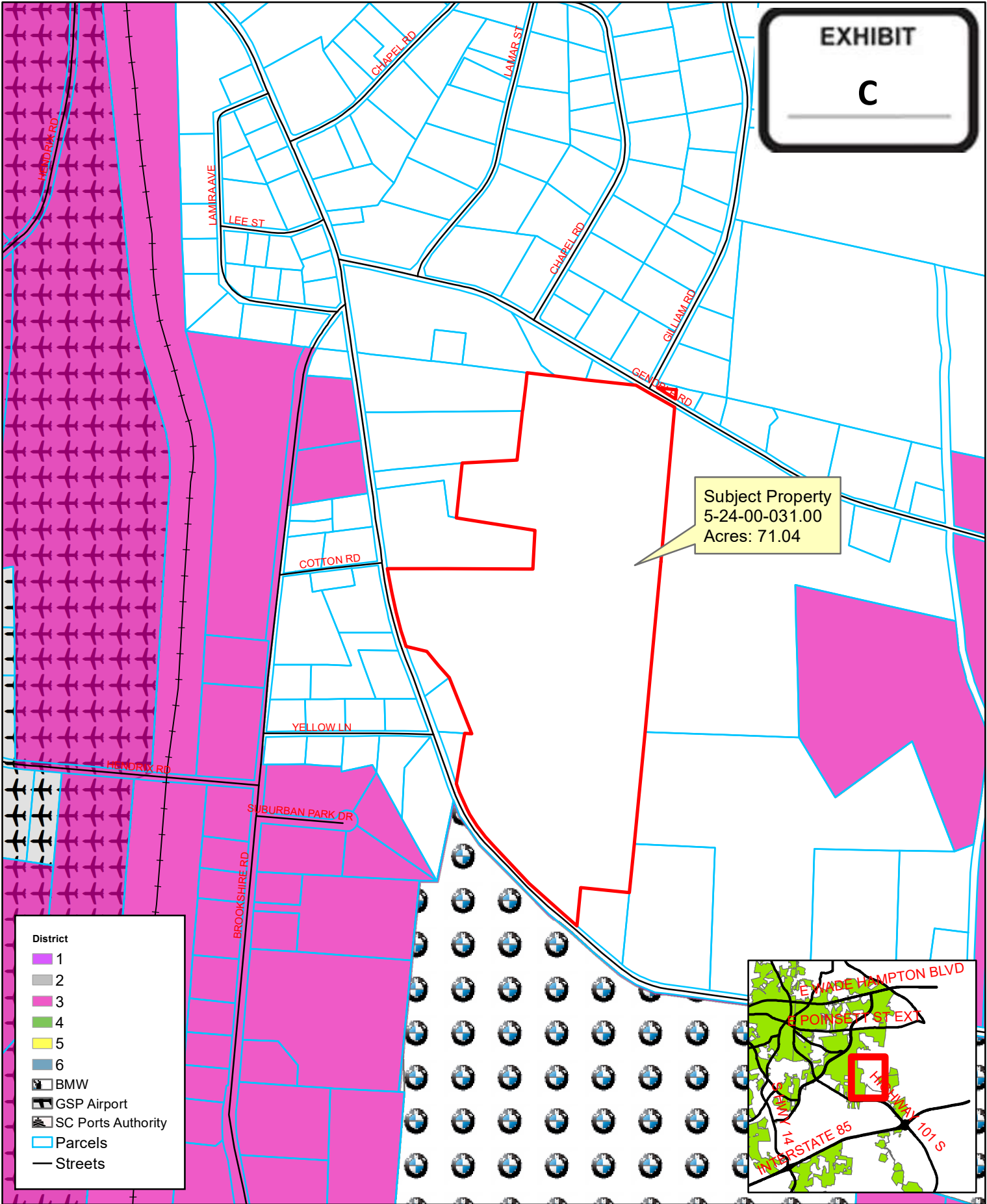
SURVEY FOR		
<b>DOBSON BROTHERS</b>		
LOCATED NEAR WOODS CHAPEL METHODIST CHURCH		
COUNTY	COUNTY BLOCK MAP	STATE
SPARTANBURG	5-24-0-31	SOUTH CAROLINA
DATE	FIELD CHIEF	DRAWN BY
MAY 10, 1982	B E HUSKEY	L B MORROW
REVISED		
SCALE 1" = 200'		
WOLFE & HUSKEY, INC ENGINEERING and SURVEYING P O BOX 35 LYMAN, S C 29365		

*B.E. Huskey*

MEMBER OF THE SOCIETY OF REG. LAND SURVEYORS NO. 4785

EXHIBIT

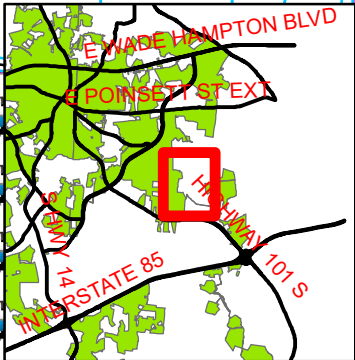
C



Subject Property

5-24-00-031.00

Acres: 71.04





EXHIBIT

D

of Greer  
Not Included

YELLOW LN

GENOBLE RD

ZONE X

Flood insurance is available in this community, contact  
ational Flood Insurance Program at 1-800-638-6620.



MAP SCALE 1" = 500'

250 0 500 1000 FEET

NFIP

NATIONAL FLOOD INSURANCE PROGRAM

PANEL 0216D

# **FIRM FLOOD INSURANCE RATE MAP**

SPARTANBURG COUNTY,  
SOUTH CAROLINA  
AND INCORPORATED AREAS

**PANEL 216 OF 555**

(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

CONTAINS:

COMMUNITY	NUMBER	PANEL	SUFFIX
SPARTANBURG COUNTY	450176	0216	D

Notice to User: The **Map Number** shown below should be used when placing map orders; the **Community Number** shown above should be used on insurance applications for the subject community.



**MAP NUMBER  
45083C0216D**

**EFFECTIVE DATE  
JANUARY 6, 2011**

Federal Emergency Management Agency

This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at [www.msc.fema.gov](http://www.msc.fema.gov)

**City of Greer**  
**Planning Commission Minutes February 19, 2018**

Ordinance Number 7-2018

Mr. Hopper read a brief statement about conducting the business meeting and opened the business meeting for AN 2018-04.

The applicant, Allen Cullum, was not present. Reno Deaton, Executive Director of Greer Development Corporation, was there to represent Mr. Cullum. He gave a brief description of his request.

Ms. McCormick read the staff analysis and recommendation for AN 2018-04 as follows:

**AN 2018-04** is a zoning/annexation for a portion of a parcel located on **Victor Hill Road**. It is currently unzoned in Spartanburg County. The **request is for I-1, Industrial**, for future development of this property. This area contains a combination of land uses in the unincorporated area of Spartanburg County, as well as property in the City of Greer.

Surrounding land uses and zoning include:

North: Unzoned (Spartanburg County): Single-Family Residences

East: Unzoned (Spartanburg County): Vacant/Industrial

South: Unzoned (Spartanburg County): BMW Test Track (annexed strip along property)

West: Unzoned (Spartanburg County): Vacant

The land use map for the City of Greer defines the area adjacent to these parcels as an Employment Center Community. Therefore, the request for I-1, Industrial, is appropriate in this area in accordance with the development pattern preceding it and the continued industrial growth. As such, Staff recommends approval.

**STAFF RECOMMENDATION:                      APPROVAL**

**There being no other discussion, Mr. Foster made a motion to approve AN 2018-04. Mr. Montgomery seconded the motion. The motion carried with a vote of 7 to 0.**



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**First Reading of Ordinance Number 8-2018**

**Summary:**

AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTIES OWNED BY WILLIAM D. GRADY LOCATED AT 124 AND 126 GILBERT STREET FROM RM-1 (RESIDENTIAL MULTI - FAMILY) TO DRD (DESIGN REVIEW DISTRICT). (Action Required)

**Executive Summary:**

Ordinance #08-2018 is a rezoning request for parcels located at 124 and 126 Gilbert Street. The owner is requesting a rezoning from R-M1, Multifamily Residential, to DRD, Design Review District. The purpose of this rezoning is to develop this lot with eight townhomes. The Planning Commission conducted a public hearing on February 19, 2018 for the rezoning of these parcels. The Planning Commission recommended to approve this request.

Kelli McCormick, Planning Manager

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
☐ Ord 8-2018 Cover Memo	3/9/2018	Cover Memo
☐ Ordinance Number 8-2018	3/9/2018	Ordinance
☐ Ord 8-2018 Exhibit A Map	3/9/2018	Exhibit
☐ Ord 8-2018 Site Plan	3/9/2018	Exhibit
☐ Ord 8-2018 Planning Commission Minutes	3/9/2018	Backup Material



# Memorandum

**To:** Mr. Driggers, City Administrator  
**From:** Kelli McCormick, AICP, Planning Manager  
**Subject:** Ordinance #08-2018  
**Date:** March 8, 2018  
**CC:** Tammy Duncan, City Clerk

---

Ordinance #08-2018 is a rezoning request for parcels located at 124 and 126 Gilbert Street. The owner is requesting a rezoning from R-M1, Multifamily Residential, to DRD, Design Review District. The purpose of this rezoning is to develop this lot with eight townhomes.

The Planning Commission conducted a public hearing on February 19, 2018 for the rezoning of these parcels. The Planning Commission recommended to approve this request.

## **ORDINANCE NUMBER 8-2018**

### **AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTIES OWNED BY WILLIAM D. GRADY LOCATED AT 124 AND 126 GILBERT STREET FROM RM-1 (RESIDENTIAL MULTI-FAMILY) TO DRD (DESIGN REVIEW DISTRICT).**

The City Council of Greer makes the following findings:

This ordinance pertains to certain properties owned by William D. Grady located at 124 and 126 Gilbert Street and more clearly identified by the attached City of Greer Map specifying Spartanburg County Parcel Numbers 9-03-14-231.00 and 9-03-14-356.00 containing approximately 0.56 acres attached hereto marked as Exhibit A.

1. The owner desires to change the zoning classification of the properties and has shown the need for such use to the Greer Planning Commission at a public hearing held on February 19, 2018.
2. To accomplish the desired change in use in the most effective manner, the zoning classification should be changed to DRD (Design Review District).
3. The proposed use is in keeping with the general character of the surrounding property.

**NOW, THEREFORE**, be it ordained by the Mayor and Council of the City of Greer, South Carolina, as follows:

The zoning classification of the properties located at 124 and 126 Gilbert Street and more particularly identified by the attached City of Greer Map specifying Spartanburg County Parcel Numbers 9-03-14-231.00 and 9-03-14-356.00 containing

approximately 0.56 acres attached hereto marked as Exhibit A shall be changed from RM-1 (Residential Multi-Family) to DRD (Design Review District).

This ordinance shall be effective immediately upon second reading approval.

**CITY OF GREER, SOUTH CAROLINA**

---

Richard W. Danner, Mayor

**ATTEST:**

---

Elizabeth Adams, Executive Administrative Assistant

Introduced by:

First Reading: March 13, 2018

Second and  
Final Reading: March 27, 2018

Approved as to Form:

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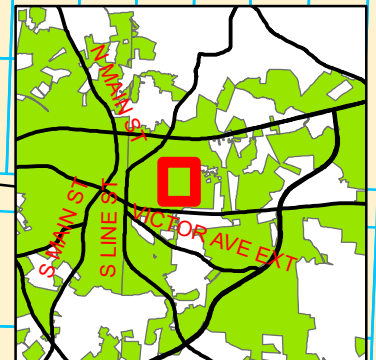
Daniel R. Hughes, Esquire  
City Attorney

EXHIBIT

A

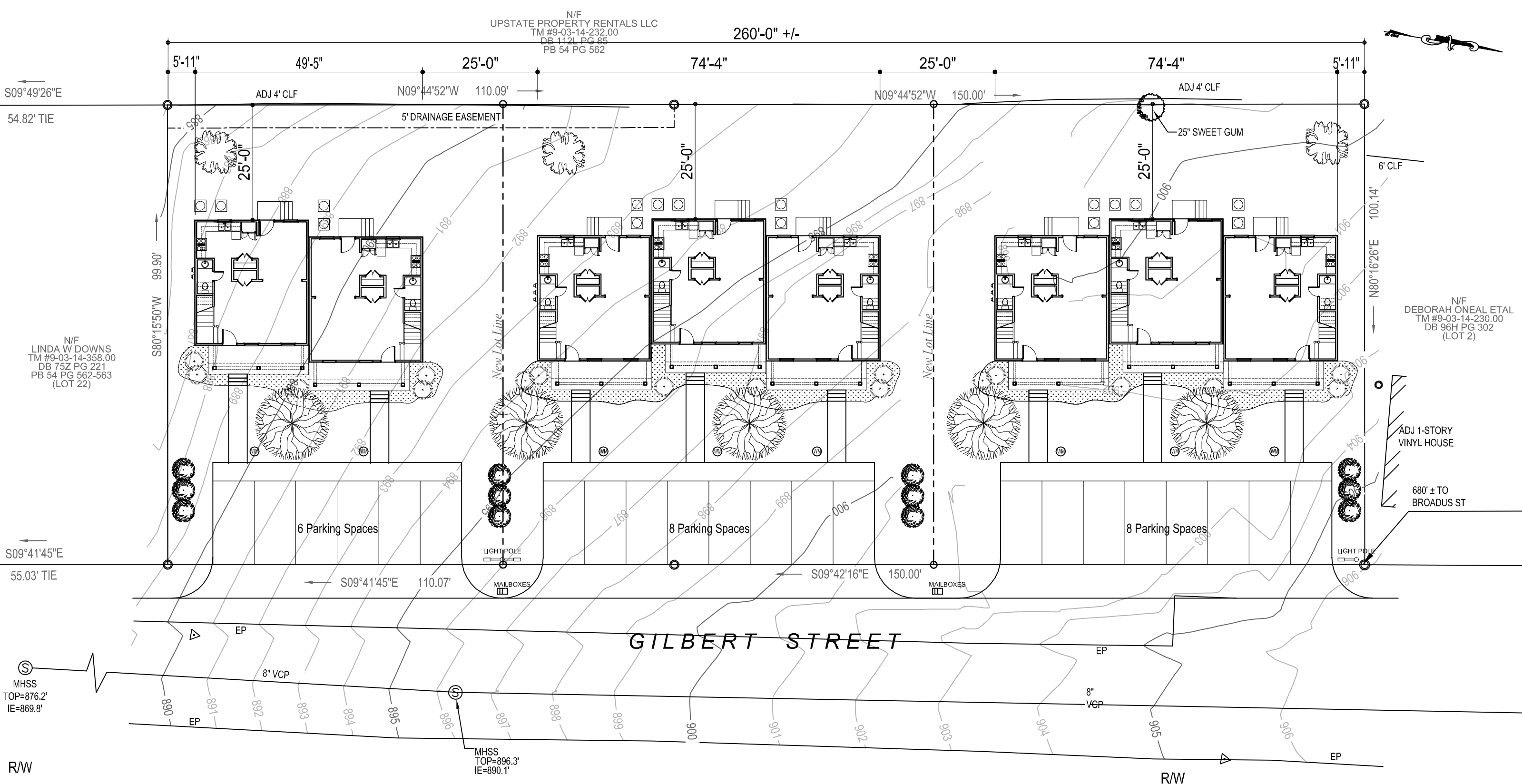
Subject Properties  
9-03-14-231.00  
9-03-14-356.00  
Acres: 0.56

- Streets
- Streams
- ▨ Floodplains
- ▭ Parcels
- ▭ City Limits



## Ordinance 08-2018





Site Plan

Scale: 1" = 20'-0"

R. Bradley Van Name  
Architect, P.A.  
10 Armsdale Drive  
Taylors, SC 29687  
Tel: (864) 325-0647  
Email: rbrvn@charter.net  
©2018 rbrvn

Project No. 1801

T<sup>2</sup>Design & Construction LLC  
904 North Main Street, Greer, SC 29651  
Tel: (864) 879-1862 | Fax: (864) 879-4156

GRADY  
MANOR  
Gilbert Street  
Greer, SC 29651

Site Plan

Sheet No.

SP-1

February 18, 2018

**ZONING REPORT  
STAFF REPORT TO THE GREER PLANNING COMMISSION  
MONDAY, FEBRUARY 19, 2018**

---

**DOCKET:** RZ 2018-05

**APPLICANT:** T2 Design & Construction, Mark Thornton

**PROPERTY LOCATION:** 124 & 126 Gilbert St

**TAX MAP NUMBER:** 9-03-14-356.00 & 9-03-14-231.00

**EXISTING ZONING:** R-M1, Multifamily Residential

**REQUEST:** Rezoning to DRD, Design Review District

**SIZE:** 0.6 acres

**COMPREHENSIVE PLAN:** Residential Land Use 3 Community

---

**ANALYSIS:** RZ 2018-05

---

**RZ 2018-05** is rezoning request for two parcels located Gilbert St. It is currently R-M1, Multi-Family Residential. The request is DRD, Design Review District, for triplexes and a duplex on these properties. Gilbert Street and this area contain combinations of single-family residences and multi-family residences.

Surrounding land uses and zoning include:

North: R-M1, Multi-Family Residential: Single Family Residence (Vacant)

East: R-M1, Multi-Family Residential: Vacant

South: R-M1, Multi-Family Residential: Single-Family Residence

West: R-M1, Multi-Family Residential: Multi-Family (Reynolds Square Apartments)

Zoning/Rezoning History:

1969: Annexation and Unknown Zoning

1979: Rezoned to R-M1, Multi-Family

The future land use map in the City's Comprehensive Plan defines this property as part of a Residential Land Use 3 Community. As such, looking at the request for this density of 13.33 units per acre is higher than the minimum density in this area. However, there are apartments and various multifamily uses in the vicinity. With the current site plan, the parking may need to be moved to the rear of the property to meet Section 6:9.4 (Design of Parking Area) to allow vehicles to turn around within the area and enter the street in a manner as to eliminate the necessity of backing into the street. However, as this request is for DRD, Design Review District, it may be approved as is in consultation with the City Engineer. In accordance with the guidelines set forth in the comprehensive plan and after a detailed study of the area, Staff can support the proposed rezoning request. A Final Development Plan must also be submitted, reviewed, and approved prior to obtaining any permits for this property to include a detailed landscape plan. As such, Staff recommends approval.

**STAFF RECOMMENDATION:** APPROVAL

Mr. Martin made a motion to approve RZ 2018-05. Mr. Lavender seconded the motion. The motion carried with a vote of 7 to 0.



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**First Reading of Ordinance Number 9-2018**

**Summary:**

AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY FAYE C. ROSS LOCATED ON HENDERSON GAP ROAD FROM R-15 (RESIDENTIAL SINGLE - FAMILY) TO DRD (DESIGN REVIEW DISTRICT). (Action Required)

**Executive Summary:**

Ordinance #09-2018 is a rezoning request for property located on Henderson Gap Road. The property is proposed for development as part of a DRD, Design Review District, known as Branchwood. The development is for townhomes. The Planning Commission will conduct a public hearing on March 19, 2018 for the rezoning of this parcel. Ordinance #10-2018 is also part of this DRD, Design Review District. However, it is an annexation for two parcels for a portion of this development.  
Kelli McCormick, Planning Manager

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ Ord 9-2018 Cover Memo	3/9/2018	Cover Memo
▣ Ordinance Number 9-2018	3/9/2018	Ordinance
▣ Ord 9-2018 Exhibit A Map	3/9/2018	Exhibit
▣ Ord 9-2018 Site Plan	3/9/2018	Exhibit
▣ Ord 9-2018 Statement of Intent	3/9/2018	Exhibit

# Memorandum

**To:** Mr. Driggers, City Administrator  
**From:** Kelli McCormick, AICP, Planning Manager  
**Subject:** Ordinance #09-2018  
**Date:** March 8, 2018  
**CC:** Tammy Duncan, City Clerk

---

Ordinance #09-2018 is a rezoning request for property located on Henderson Gap Road. The property is proposed for development as part of a DRD, Design Review District, known as Branchwood. The development is for townhomes.

The Planning Commission will conduct a public hearing on March 19, 2018 for the rezoning of this parcel.

Ordinance #10-2018 is also part of this DRD, Design Review District. However, it is an annexation for two parcels for a portion of this development.



**ORDINANCE NUMBER 9-2018**

**AN ORDINANCE TO CHANGE THE ZONING CLASSIFICATION OF PROPERTY OWNED BY FAYE C. ROSS LOCATED ON HENDERSON GAP ROAD FROM R-15 (RESIDENTIAL SINGLE - FAMILY) TO DRD (DESIGN REVIEW DISTRICT).**

The City Council of Greer makes the following findings:

This ordinance pertains to a certain property owned by Faye C. Ross located on Henderson Gap Road and more clearly identified by the attached City of Greer Map specifying Greenville County Parcel Number 0535030101001 containing approximately 8.1 acres attached hereto marked as Exhibit A.

1. The owner desires to change the zoning classification of the property and has shown the need for such use to the Greer Planning Commission at a public hearing held on March 19, 2018.
2. To accomplish the desired change in use in the most effective manner, the zoning classification should be changed to DRD (Design Review District).
3. The proposed use is in keeping with the general character of the surrounding property.

**NOW, THEREFORE**, be it ordained by the Mayor and Council of the City of Greer, South Carolina, as follows:

The zoning classification of the property located on Henderson Gap Road and more particularly identified by the attached City of Greer Map specifying Greenville County Parcel Numbers 0535030101001 containing approximately 8.1 acres attached

hereto marked as Exhibit A shall be changed from R-15 (Residential Single-Family) to DRD (Design Review District).

This ordinance shall be effective immediately upon second reading approval.

**CITY OF GREER, SOUTH CAROLINA**

---

Richard W. Danner, Mayor

**ATTEST:**

---

Elizabeth Adams, Executive Administrative Assistant

Introduced by:

First Reading: March 13, 2018

Second and  
Final Reading: March 27, 2018

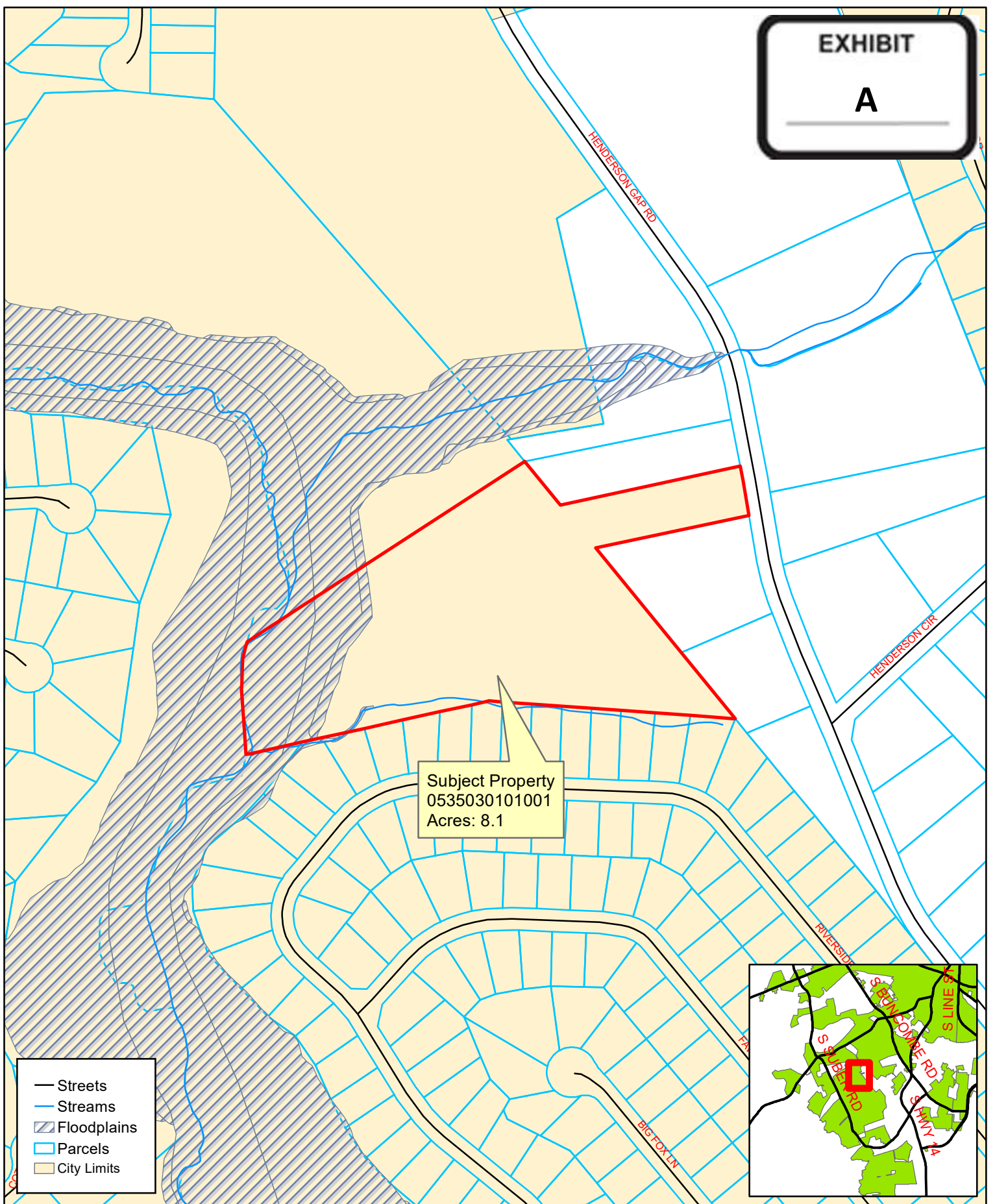
Approved as to Form:

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Daniel R. Hughes, Esquire  
City Attorney

EXHIBIT

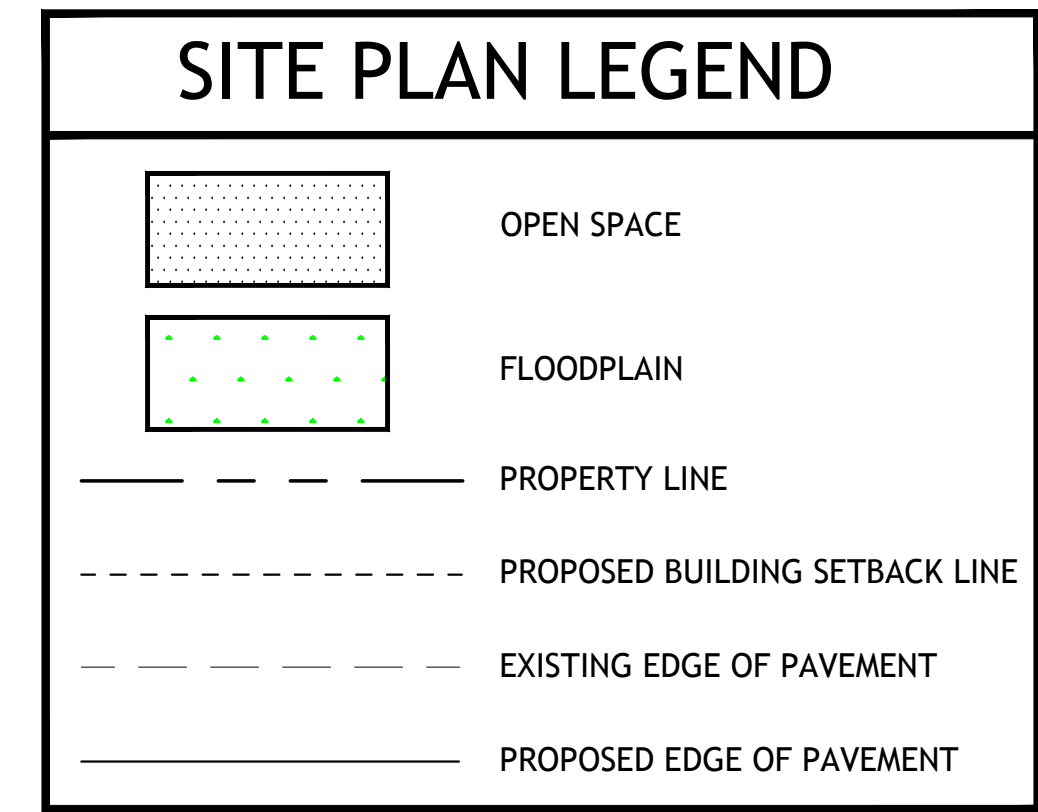
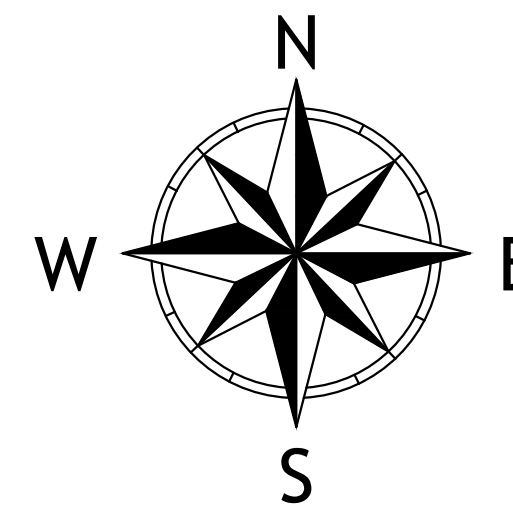
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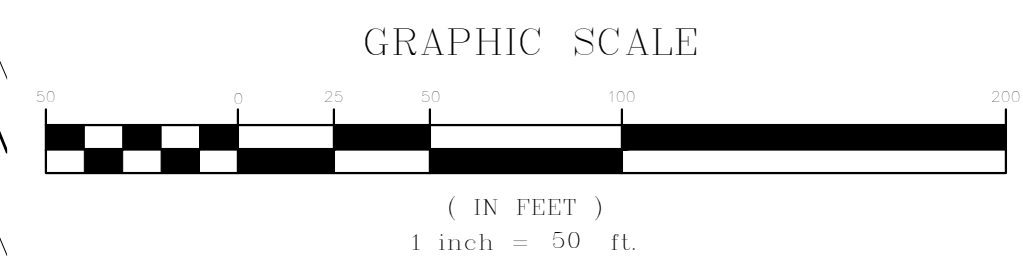
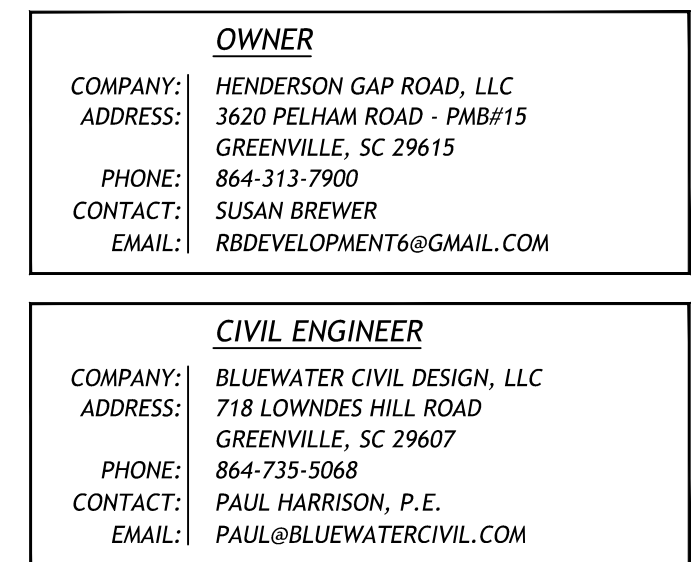


# SITE DATA

TAX MAP NO.:	0535030101001
TOTAL AREA:	±9.53-ACRES
ZONING:	*R-15
TOTAL UNITS:	62 UNITS (22' X 90' TYP.)
PROPOSED ROADWAY:	±1,196 LF (20' PAVED, 40' PRIVATE R.O.W.)
SETBACKS	
EXTERIOR SETBACK:	25'
INTERNAL ROADS:	15'
*LAYOUT ASSUMES THAT THE PROPERTY WILL BE REZONED TO DESIGN REVIEW DISTRICT (DRD)	
LAYOUT SUBJECT TO P.C. APPROVAL	

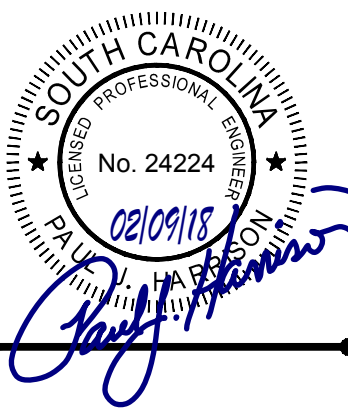
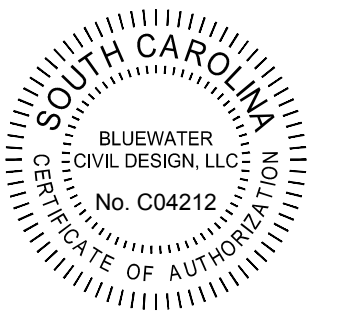


**DIMENSION NOTE:**  
ALL DIMENSIONS SHOWN ON ROADWAY ARE  
MEASURED FROM E.O.P. TO E.O.P. UNLESS  
OTHERWISE SPECIFIED.



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Certificates of Authorization:  
SC C04212 - GA PEF005865  
NC P0868 - AL CA4065E



**BRANCHWOOD**  
Henderson Gap Road  
Greer, SC 29650

[illegible]

# PRELIMINARY DEVELOPMENT PLAN

# PDP-1



# **Branchwood**

## **+/-9.5 Acre Residential Development (Design Review District) Henderson Gap Road – Greer, SC**

*Statement of Intent*  
February 9, 2018

### **Community Development**

The development planned for this +/-9.5-acre tract along Henderson Gap Road will utilize the Design Review District (DRD) zoning classification. The community will consist of attached single-family residential homes. The roads within the community will be built to private standards and turned over to the Home Owners Association (HOA) once completed. Infrastructure improvements will consist of rolled curb and gutter along internal roads, public water mains, public sewer mains, storm drainage, and common grounds (open space) to be owned and maintained by a newly formed Home Owner's Association (HOA).

The existing topography & terrain will be utilized to maximize out open space and common grounds. The common grounds will be a mixture of undisturbed and disturbed open space. To the maximum extent possible, the developer will try to preserve existing vegetation along the exterior property boundary. An entrance monument and landscaping will be installed along our entrance off Henderson Gap Road. A stormwater management pond will be installed in the rear of the development to address stormwater runoff and water quality treatment for the community.

### **Phasing & Density**

The overall density of the project will not exceed (65) single-family townhome units or roughly 7.0 units per acre. The project will be phased. Phase I will consist of approximately 29 townhome units, 20 in Phase II, and approximately 13 in Phase III. If the development proceeds as expected, build-out will be complete within approximately 3 years.

### **Homes & Materials**

The townhomes will have a mixture of sizes and all include a minimum 1-car garage. The minimum square footage per home will be 1,200 SF with most ranging from 1,400 SF – 2,000 SF. There is no maximum townhome unit size. Exterior building materials may consist of vinyl siding, shake siding, Hardie Board, brick, and/or stone. Exteriors may contain (1) specific material or combination of all (5) materials in some cases.

### **Amenities and Landscaping**

The proposed development will include approximately 5.0 acres of common area with maximum efforts to preserve existing vegetation along the exterior property boundary with Riverside Chase Subdivision. The development will also contain associated guest parking for residents. Our entrance drive located off Henderson Gap Road will be heavily landscaped and contain an entrance monument for the neighborhood. The stormwater management pond may be dry or wet depending on water sources once we get more into the design phase. Fences and/or landscaping around the pond will comply with current regulations.

The developer may, if he/she decides to, install a community walking trail within the community to connect the development's common areas.

### **Sewer/Water**

There is an existing sanitary sewer main located at the rear of the property that is maintained by Greer Commission of Public Works. This sewer will serve our site. Public water is available along Henderson Gap Road to serve the development, owned and maintained by Greer Commission of Public Works. The new sewer and water mains built within the community will be built to public standards and turned over to Greer Commission of Public Works.

### **Setbacks**

All the proposed setbacks for this project are as follows:

- 15' minimum setback from all internal roads (measured from private R/W)
- 25' minimum setback from exterior property lines

### **Other Public Improvements and Facility Impact**

All roads and utilities will be constructed to meet applicable design standards and turned over to the Home Owners Association (HOA). The common grounds (open space), stormwater ponds, and entrance features will be owned and maintained by the established Home Owner's Association (HOA). The community as designed should have no adverse impact on public utilities. All construction will be in accordance with applicable building codes, zoning ordinances, and all other state and local laws and ordinances.



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**First Reading of Ordinance Number 10-2018**

**Summary:**

AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTIES OWNED BY JENNIFER AND EDGAR BAXTER LOCATED ON HENDERSON GAP ROAD BY ONE HUNDRED PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF DRD (DESIGN REVIEW DISTRICT) FOR SAID PROPERTY (Action Required)

**Executive Summary:**

Ordinance #10-2018 is an annexation and zoning request for property located on Henderson Gap Road. There are two parcels totaling 1.77 acres. The property is proposed for development as part of a DRD, Design Review District, known as Branchwood. The development is for townhomes. The Planning Commission will conduct a public hearing on March 19, 2018 for the zoning of these parcels. Ordinance #09-2018 is also part of this DRD, Design Review District. However, it is already in the City of Greer and is a rezoning.

Kelli McCormick, Planning Manager

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
☐ Ord 10-2018 Cover Memo	3/9/2018	Cover Memo
☐ Ordinance Number 10-2018	3/9/2018	Ordinance
☐ Ord 10-2018 Exhibit A Deed	3/9/2018	Exhibit
☐ Ord 10-2018 Exhibit B Plat	3/9/2018	Exhibit
☐ Ord 10-2018 Exhibit C Map	3/9/2018	Exhibit
☐ Ord 10-2018 Exhibit D Flood Map	3/9/2018	Exhibit
☐ Ord 10-2018 Site Plan	3/9/2018	Exhibit
☐ Ord 10-2018 Statement of Intent	3/9/2018	Exhibit

# Memorandum

**To:** Mr. Ed Driggers, City Administrator  
**From:** Kelli McCormick, AICP, Planning Manager  
**Subject:** Ordinance #10-2018  
**Date:** March 8, 2018  
**CC:** Tammy Duncan, City Clerk

---

Ordinance #10-2018 is an annexation and zoning request for property located on Henderson Gap Road. There are two parcels totaling 1.77 acres. The property is proposed for development as part of a DRD, Design Review District, known as Branchwood. The development is for townhomes.

The Planning Commission will conduct a public hearing on March 19, 2018 for the zoning of these parcels.

Ordinance #09-2018 is also part of this DRD, Design Review District. However, it is already in the City of Greer and is a rezoning.



**ORDINANCE NUMBER 10-2018**

**AN ORDINANCE TO PROVIDE FOR THE ANNEXATION OF PROPERTIES OWNED BY JENNIFER AND EDGAR BAXTER LOCATED ON HENDERSON GAP ROAD BY ONE HUNDRED PERCENT PETITION; AND TO ESTABLISH A ZONING CLASSIFICATION OF DRD (DESIGN REVIEW DISTRICT) FOR SAID PROPERTY**

**WHEREAS**, Jennifer and Edgar Baxter are the owners of properties located on Henderson Gap Road more particularly described on the legal description attached hereto marked as Exhibit A, the plat attached hereto marked as Exhibit B, the map attached hereto marked as Greenville County Parcel Numbers 0535010102300 and 0535010102400 containing approximately 1.77 +/- acres attached hereto marked as Exhibit C and the National Flood Insurance Program Flood Insurance Rate Map No. 45045C0342E attached hereto marked as Exhibit D; and

**WHEREAS**, the properties currently have two (2) occupants; and

**WHEREAS**, Jennifer and Edgar Baxter have petitioned the City of Greer to annex their properties by one-hundred percent (100%) petition; and

**WHEREAS**, the properties are now outside the city limits of Greer but adjoins the city limits; and

**WHEREAS**, the property owners have requested that the subject property be zoned DRD, Design Review District; and

**WHEREAS**, the requested zoning is consistent with the land uses in the general area and the land planning of the city.

**NOW, THEREFORE,** be it ordained by the Mayor and Council of the City of Greer, South Carolina, as follows:

1. ANNEXATION: The 1.77 +/- acres properties shown in red on the attached map owned by Jennifer and Edgar Baxter located on Henderson Gap Road more particularly described on the attached map as Greenville County Parcel Numbers 0535010102300 and 0535010102400 are hereby annexed into the corporate city limits of the City of Greer.

2. ZONING ASSIGNMENT: The above referenced property shall be zoned DRD, Design Review District pending confirmation or rezoning pursuant to the applicable City of Greer Zoning Ordinance.

3. LAND USE MAP: The above reference properties shall be designated as Employment Center on the Land Use Map contained within the 2010 Comprehensive Plan for the City of Greer.

4. FLOOD INSURANCE RATE MAP: This ordinance shall adopt The National Flood Insurance Program Flood Insurance Rate Map Number 45045C0342E.

5. DISTRICT ASSIGNMENT: The above referenced property shall be assigned to City Council District #6.

This ordinance shall be effective upon second reading approval thereof.

**CITY OF GREER, SOUTH CAROLINA**

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Richard W. Danner, Mayor

**ATTEST:**

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Tammela Duncan, Municipal Clerk

Introduced by:

First Reading: March 13, 2018

Second and  
Final Reading: March 27, 2018

Approved as to Form:

---

Daniel R. Hughes, Esquire  
City Attorney

**EXHIBIT****A**

DEED PREPARED BY E. PERRY EDWARDS  
245 E. BROAD STREET, SUITE C  
GREENVILLE, SC 29601

**State of South Carolina****County of Greenville****TITLE TO REAL ESTATE**

**KNOW ALL MEN BY THESE PRESENTS**, that **Roberta A. Hurley**, (hereinafter called "Grantor"), in consideration of **One Hundred Five Thousand and 00/100 Dollars (\$105,000.00)**, to the Grantor in hand paid at and before the sealing of these presents, by Edgar Baxter III and Jennifer Hurley Baxter (hereinafter called Grantee) in the State aforesaid, the receipt of which is hereby acknowledged, has granted, bargained, sold, and released, and by these presents does grant, bargain, sell and release all my right, title and interest unto **Edgar Baxter, III and Jennifer Hurley Baxter**, as Joint Tenants, with the Right of Survivorship and not as Tenants in Common, their heirs and assigns, forever:

ALL that certain piece, parcel or tract of land situate, lying and being in the State of South Carolina, County of Greenville, being shown and designated as 1.77 Acs., 77,221 sq. ft., more or less, on a plat prepared by C O Riddle Surveying Co, Inc., dated August 31, 2017, entitled "Survey for Edgar Baxter, III and Jennifer Hurley Baxter", and recorded in Plat Book 1281 at Page 52. Reference is hereby craved to said plat for a complete metes and bounds description thereof.

This conveyance is made subject to any restrictions, reservations, zoning ordinances or easements that may appear of record on the recorded plats or on the premises.


This being a portion of the same property conveyed unto Roberta A. Hurley by deed of DeSheilds Investments, LLC dated February 27, 2014 and recorded March 3, 2014, in Deed Book 2439, Page 5939, Public Records for Greenville County, South Carolina.

Grantee's Address: 1484 Henderson Gap Road  
Greer, SC 29650

TMS No.: 0535010102300, 0535010102400

**TOGETHER** with all and singular the rights, members, hereditaments and appurtenances to said premises belonging or in any wise incident or appertaining;

**TO HAVE AND TO HOLD** all and singular the premises before mentioned unto Edgar Baxter III and Jennifer Hurley Baxter, as Joint Tenants, with the Right of Survivorship and not as Tenants in Common, and the Grantee's heirs and assigns forever. And the Grantor do hereby bind the Grantor and the Grantor's heirs or successors, executors and administrators to warrant and forever defend all and singular said premises unto the Grantee and the Grantee's heirs or

 2017073010  
DEED Book: DE 2520 Page: 4568 - 4569 2 Pgs  
September 6, 2017 03:05:34 PM Cons: \$105,000.00  
Rec: \$10.00 Cnty Tax: \$115.50 State Tax: \$273.00  
FILED IN GREENVILLE COUNTY, SC *Timothy J. Harvey*

successors and against every person whomsoever lawfully claiming or to claim the same or any part thereof.

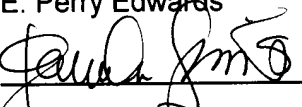
Any reference to this instrument to the singular shall include the plural, and vice versa. Any reference to one gender shall include the others, including the neuter. Such words of inheritance shall be applicable as are required by the gender of the Grantee.

**WITNESS** the Grantor's hands and seals this the 5th day of September, 2017.

  
Roberta A. Hurley

**SIGNED, SEALED AND DELIVERED**  
in the presence of:

  
E. Perry Edwards

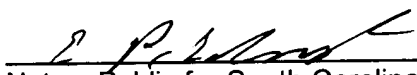
  
Print Name: Pamela Bright

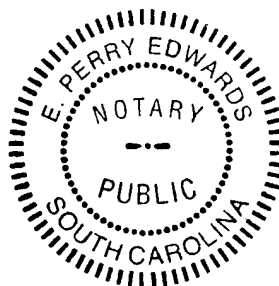
State of South Carolina )

County of Greenville )

**ACKNOWLEDGMENT**

On this the 5th day of September, 2017, before me, the undersigned, a Notary Public in and for said County and State, personally appeared Roberta A. Hurley, known to me to be the person(s) whose name is subscribed to the within instrument and acknowledged to me that she executed the same.

 (LS)  
Notary Public for South Carolina  
Print Name: E. Perry Edwards  
My Commission Expires: 12/17/2023



EXHIBIT

B

LINE TABLE	BEARING
LENGTH	
100.00	S25°35'16"E
93.51	S13°18'16"E
101.50	S11°18'16"E
111.74	N39°43'44"W
49.85	N40°04'11"W

TMS # 0535010102600  
N/F  
GREER BAPTIST CAMP MEETING  
D.B. 1323-325

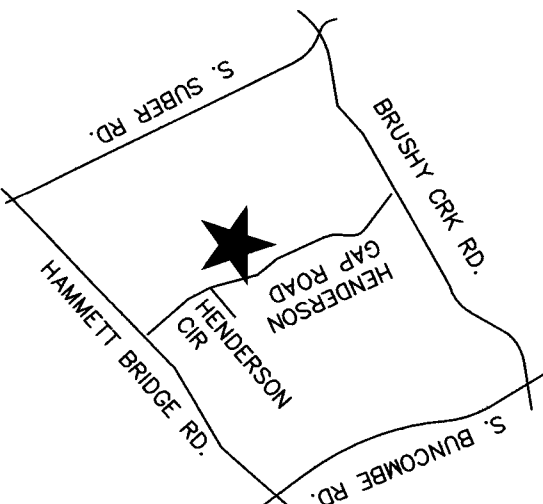
TAX MAP # 0535010102500

HENDERSON GAP ROAD  
(50' R/W PER P.B. 394-14)

- NOTES:
- 1.) REFERENCE:
    - TAX MAP # 0535010102300, 0535010102400
    - D.B. 2274-1378
  - 2.) ALL PROPERTY CORNERS ARE IPS 1/2" REBAR UNLESS NOTED OTHERWISE.
  - 3.) PURSUANT TO THE PROVISIONS OF SOUTH CAROLINA CODE OF LAWS, SECTION 40-22-270(3), THIS PLAN, SPECIFICATION, OR PLAT SHALL NOT BE FILED WITH PUBLIC AUTHORITIES WITHOUT THE SEAL, SIGNATURE, AND DATE AFFIXED. FURTHERMORE, IF THIS PLAN, SPECIFICATION, OR PLAT DOES NOT HAVE A SEAL THAT IS SIGNED AND DATED, IT SHALL NOT BE USED FOR ANY PURPOSE OTHER THAN A PRELIMINARY STUDY DRAWING AND WILL BE CONSIDERED A WORK IN PROGRESS.
  - 4.) SQUARE FOOTAGE AND DIMENSIONS OF STRUCTURE(S) ARE FOR INFORMATIONAL PURPOSES ONLY, NOT FOR SALE OR LEASE PURPOSES.
  - 5.) THIS PLAT HAS BEEN PREPARED WITHOUT THE BENEFIT OF A TITLE REPORT AND DOES NOT NECESSARILY INDICATE ALL ENCUMBRANCES ON THE PROPERTY.



LOCATION MAP



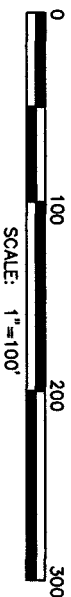
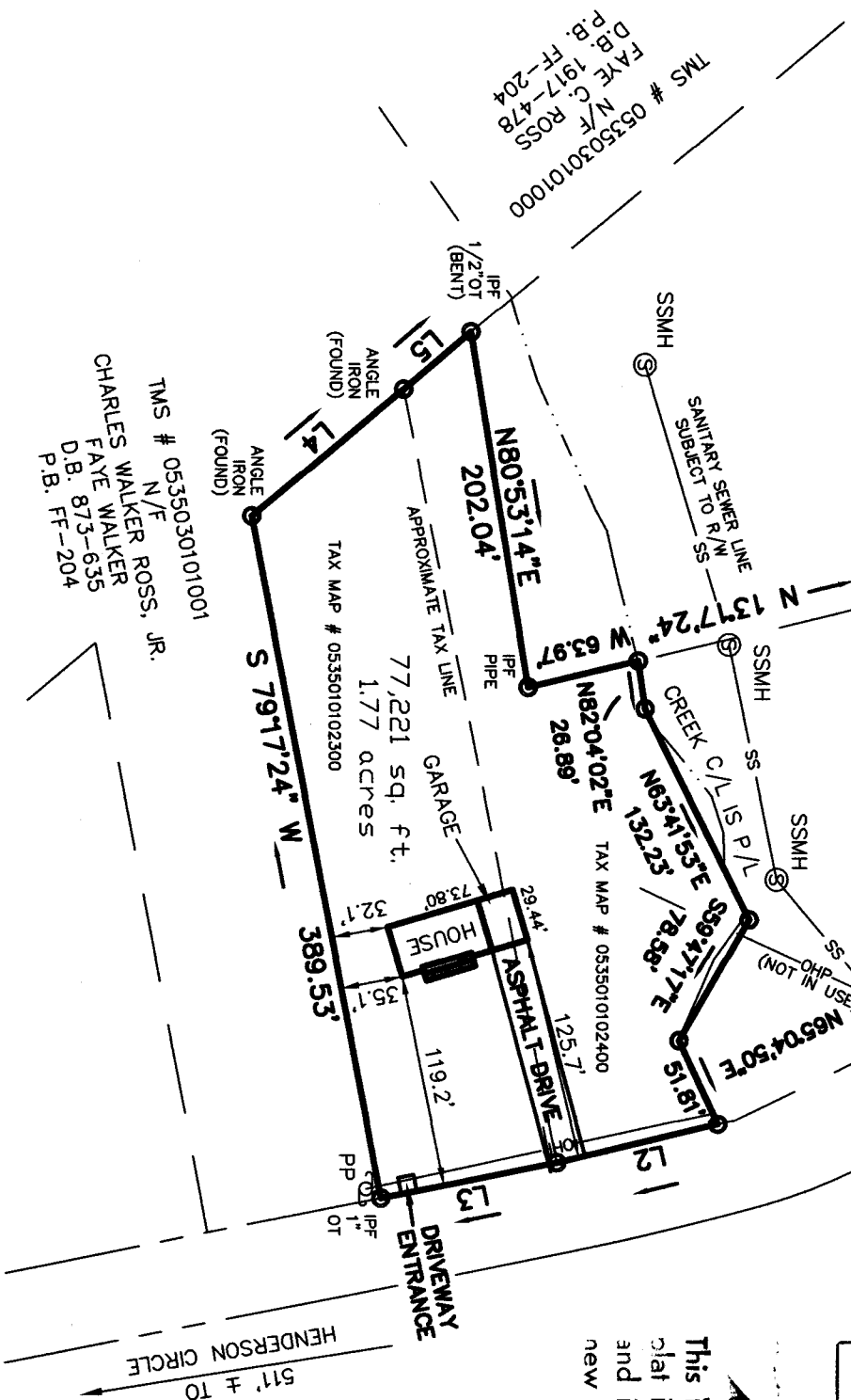
THIS PLAT IS NOT A SUBDIVISION AS  
DEFINED BY THE GREENVILLE COUNTY  
LAND DEVELOPMENT REGULATIONS  
9-1-17  
Date  
Authorized Representative of  
Greenville County Planning Commission

2017073009  
PLAT/LG Book: PL 1281 Page: 0052  
September 6, 2017 03:05:33 PM  
Rec: \$10.00  
FILED IN GREENVILLE COUNTY, SC

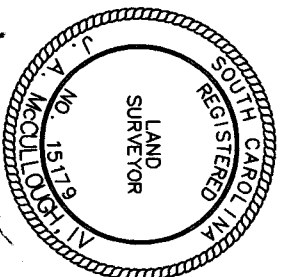
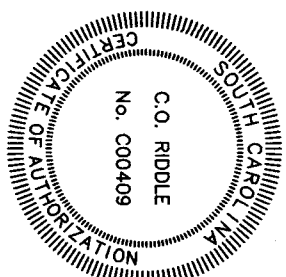
REFERENCE PLAT

This is not a subdivision. This  
plat is for reference purposes only  
and is not to be used to create  
new lots or roads.

SURVEY FOR  
EDGAR BAXTER III  
JENNIFER HURLEY BAXTER  
GREENVILLE COUNTY  
SOUTH CAROLINA  
AUGUST 31, 2017



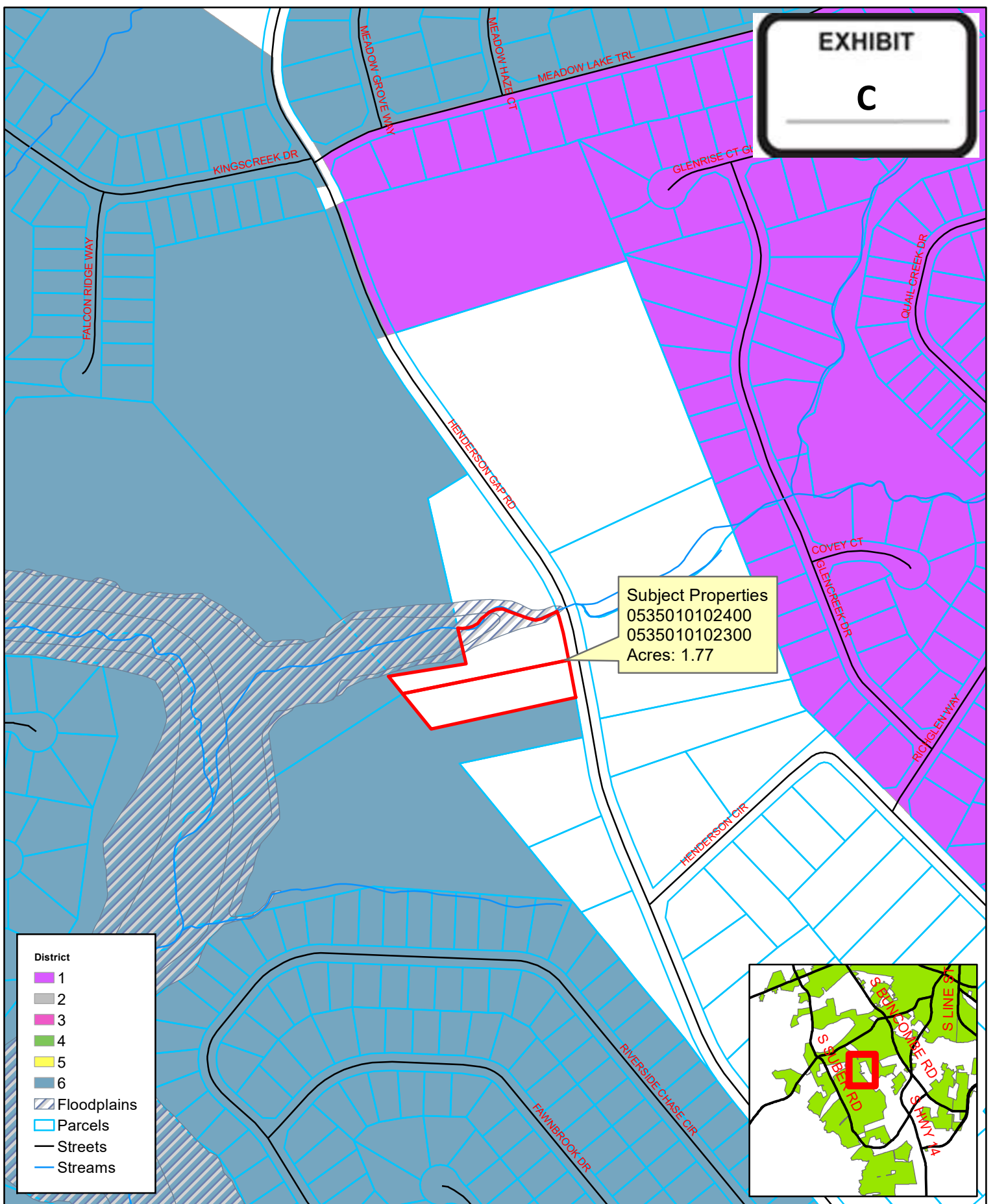
C. O. RIDDLE  
SURVEYING CO., INC.  
P.O. BOX 5632  
GREENVILLE, S.C. 29606  
PHONE (864)235-3892  
E-MAIL: joe@coriddle.com



I HEREBY STATE TO THE BEST OF MY KNOWLEDGE, INFORMATION AND BELIEF, THE SURVEY SHOWN HEREON WAS MADE IN ACCORDANCE WITH THE REQUIREMENTS OF THE MINIMUM STANDARDS MANUAL FOR THE PRACTICE OF LAND SURVEYING IN SOUTH CAROLINA, AND MEETS OR EXCEEDS THE REQUIREMENTS FOR A CLASS "A" SURVEY AS SPECIFIED THEREIN.

EXHIBIT

C



Subject Properties  
0535010102400  
0535010102300  
Acres: 1.77

District

- 1
- 2
- 3
- 4
- 5
- 6
- Floodplains
- Parcels
- Streets
- Streams

Ordinance 10-2018

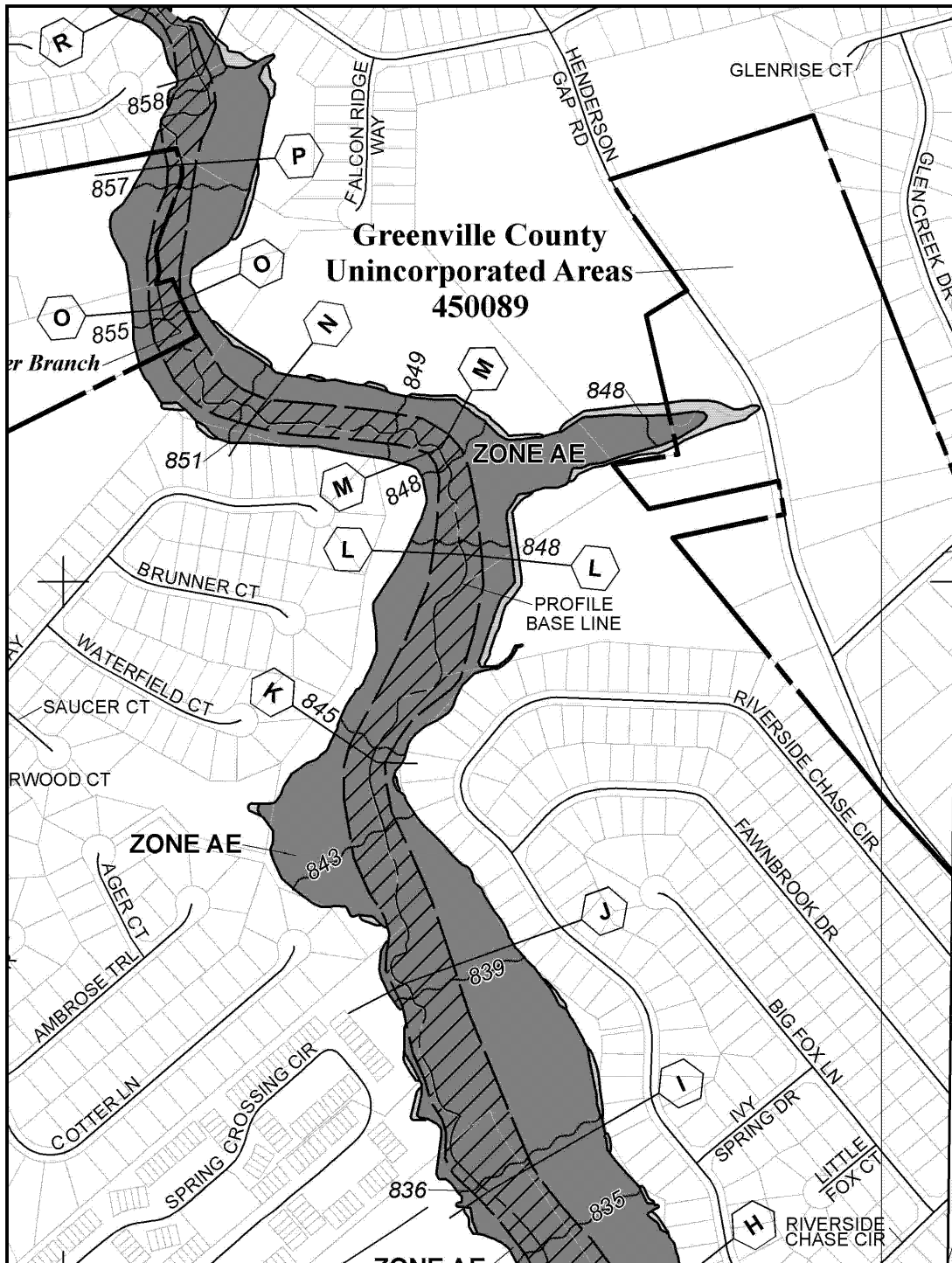
0 100 200 300 400 Feet



Created 3/8/2018 by City of Greer GIS

The City of Greer Planning/Zoning Department does not guarantee the accuracy or the correctness of this map nor assumes any legal responsibility for the information contained on it. This map is not a legal document. This map is based on the South Carolina State Plane Coordinate System using the 1983 adjustment of the North American Datum. All rights reserved. No part of this map may be reproduced or used in any form or by any means without the expressed written consent of the City of Greer Planning/Zoning Department.





Program at 1-800-638-6620.

**EXHIBIT**

**D**



**MAP SCALE 1" = 500'**

0 250 500 750 1,000  
FEET

**NFIP**

**NATIONAL FLOOD INSURANCE PROGRAM**

**PANEL 0342E**

**FIRM**

**FLOOD INSURANCE RATE MAP  
GREENVILLE COUNTY,  
SOUTH CAROLINA  
AND INCORPORATED AREAS**

**PANEL 342 OF 625**

(SEE MAP INDEX FOR FIRM PANEL LAYOUT)

**CONTAINS:**

COMMUNITY	NUMBER	PANEL	SUFFIX
GREENVILLE COUNTY	450089	0342	E
GREER, CITY OF	450200	0342	E

Notice to User: The Map Number shown below should be used when placing map orders; the Community Number shown above should be used on insurance applications for the subject community.



**MAP NUMBER  
45045C0342E**

**MAP REVISED  
AUGUST 18, 2014**

**Federal Emergency Management Agency**

HAMMETT BRIDGE

This is an official copy of a portion of the above referenced flood map. It was extracted using F-MIT On-Line. This map does not reflect changes or amendments which may have been made subsequent to the date on the title block. For the latest product information about National Flood Insurance Program flood maps check the FEMA Flood Map Store at [www.msc.fema.gov](http://www.msc.fema.gov)

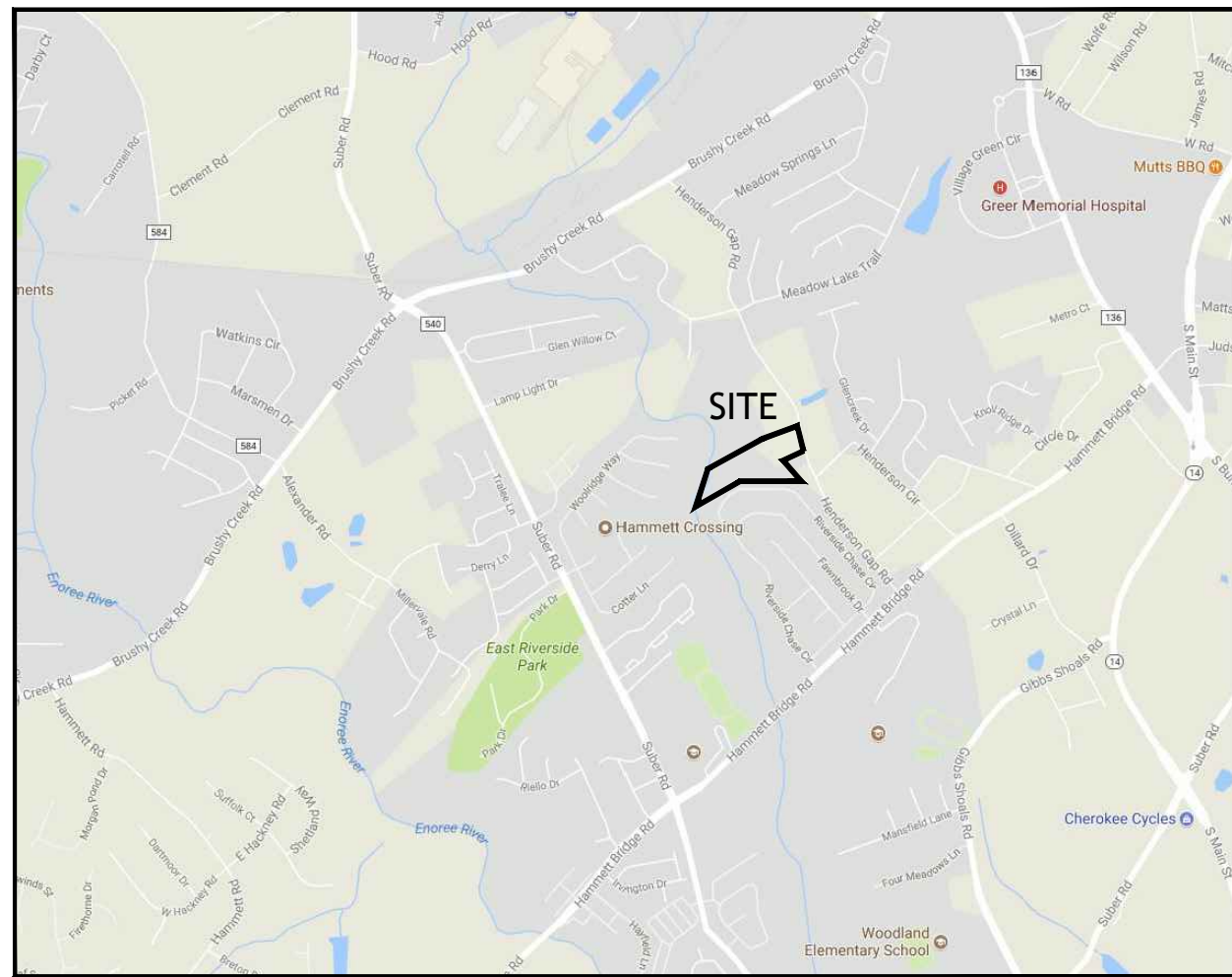
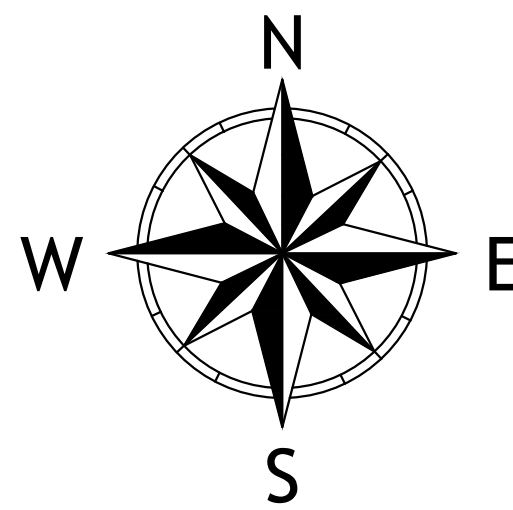
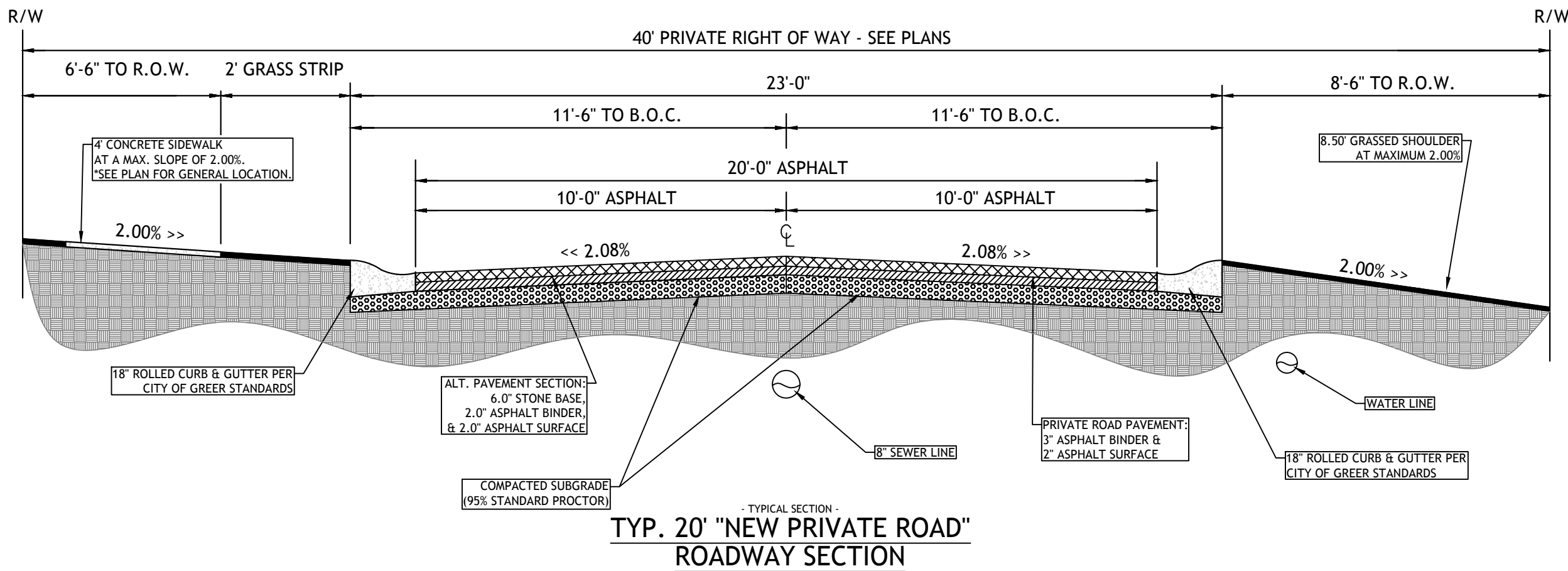


# SITE DATA

TAX MAP NO.: 0535030101001  
TOTAL AREA: ±9.53-ACRES  
ZONING: \*R-15  
TOTAL UNITS: 62 UNITS (22' X 90' TYP.)  
PROPOSED ROADWAY: ±1,196 LF (20' PAVED, 40' PRIVATE R.O.W.)  
SETBACKS  
EXTERIOR SETBACK: 25'  
INTERNAL ROADS: 15'

\*LAYOUT ASSUMES THAT THE PROPERTY WILL BE REZONED TO DESIGN REVIEW DISTRICT (DRD)

LAYOUT SUBJECT TO P.C. APPROVAL



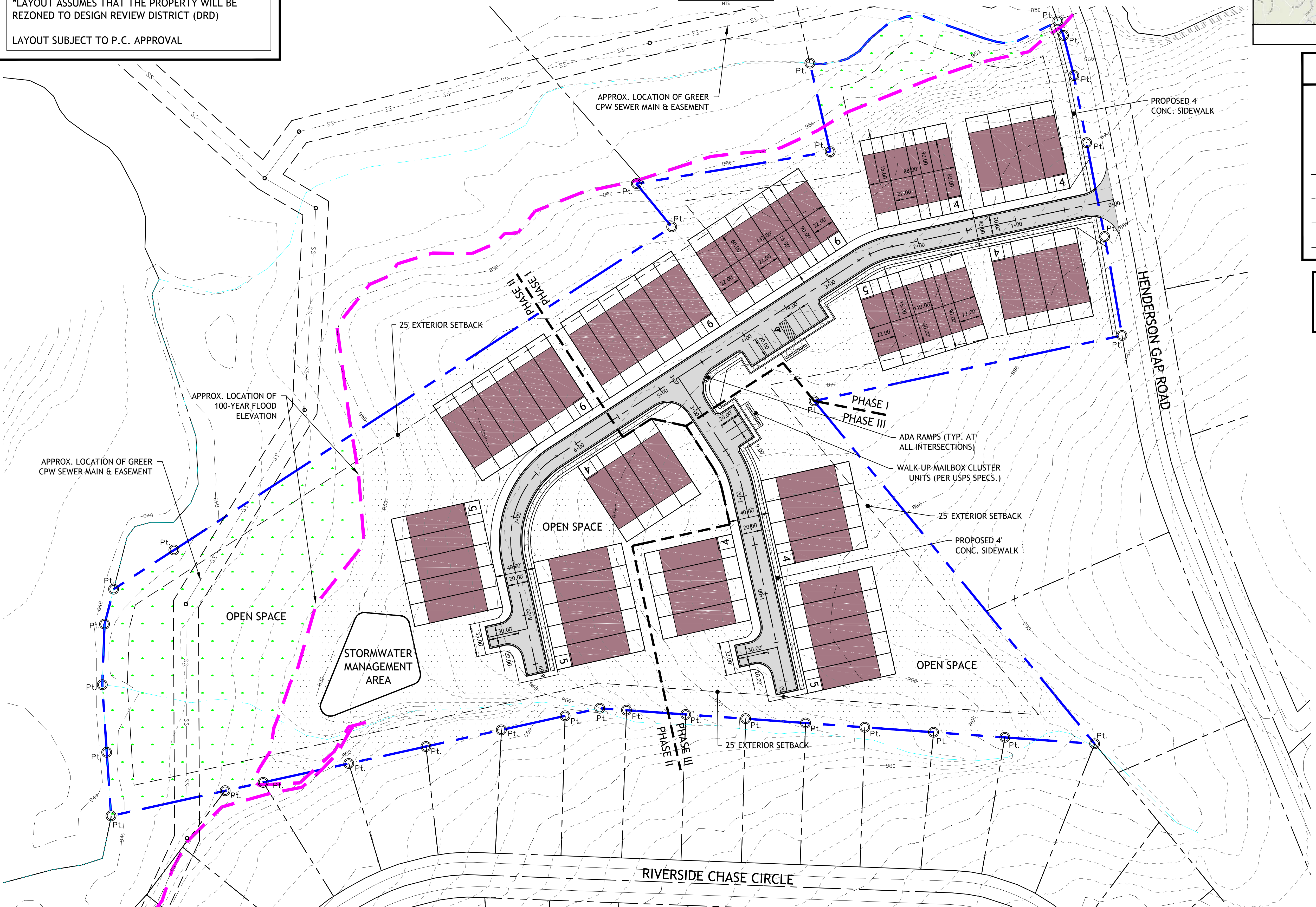
VICINITY MAP - N.T.S.

## SITE PLAN LEGEND

- OPEN SPACE
- FLOODPLAIN
- PROPERTY LINE
- PROPOSED BUILDING SETBACK LINE
- EXISTING EDGE OF PAVEMENT
- PROPOSED EDGE OF PAVEMENT

OPEN SPACE NOTE:  
TOTAL PROPERTY AREA: ±9.53 AC.  
TOTAL OPEN SPACE PROVIDED: ±5.35 AC.  
DENSITY: 6.5 UNITS/AC.

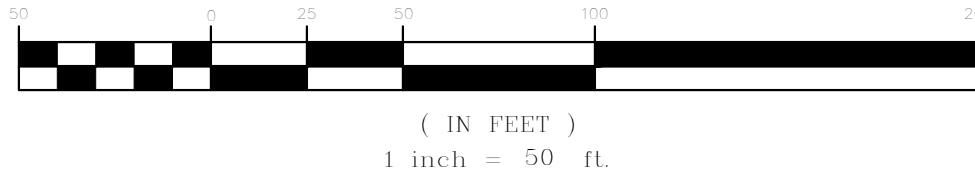
DIMENSION NOTE:  
ALL DIMENSIONS SHOWN ON ROADWAY ARE MEASURED FROM E.O.P. TO E.O.P. UNLESS OTHERWISE SPECIFIED.



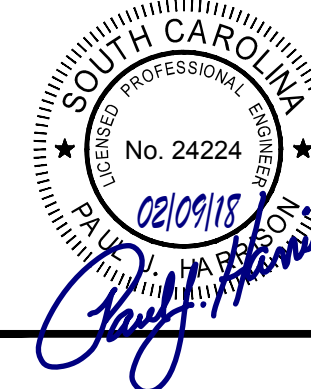
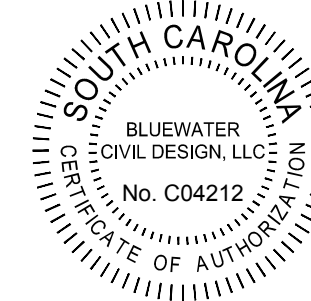
OWNER  
COMPANY: HENDERSON GAP ROAD, LLC  
ADDRESS: 3620 PELHAM ROAD - PMB#15  
GREENVILLE, SC 29615  
PHONE: 864-313-7900  
CONTACT: SUSAN BREWER  
EMAIL: RBDEVELOPMENT6@GMAIL.COM

CIVIL ENGINEER  
COMPANY: BLUEWATER CIVIL DESIGN, LLC  
ADDRESS: 718 LOWMEDES HILL ROAD  
GREENVILLE, SC 29607  
PHONE: 864-735-5068  
CONTACT: PAUL HARRISON, P.E.  
EMAIL: PAUL@BLUEWATERCIVIL.COM

GRAPHIC SCALE



Project Number: 2017-137  
DWG Name: Branchwood PDP-1.dwg  
Drawing Scale: AS NOTED  
Date of Project: 02/2018  
Engineer of Record:  
Paul J. Harrison, P.E.  
South Carolina PEF 24224  
North Carolina PEF 038371



BRANCHWOOD  
Henderson Gap Road  
Greer, SC 29650

PLAN REVISION	ISSUE DATE	ISSUE COMMENT
A	02/09/2018	Issued to City of Greer for Recording

PRELIMINARY  
DEVELOPMENT PLAN

PDP-1



# **Branchwood**

## **+/-9.5 Acre Residential Development (Design Review District) Henderson Gap Road – Greer, SC**

*Statement of Intent*  
February 9, 2018

### **Community Development**

The development planned for this +/-9.5-acre tract along Henderson Gap Road will utilize the Design Review District (DRD) zoning classification. The community will consist of attached single-family residential homes. The roads within the community will be built to private standards and turned over to the Home Owners Association (HOA) once completed. Infrastructure improvements will consist of rolled curb and gutter along internal roads, public water mains, public sewer mains, storm drainage, and common grounds (open space) to be owned and maintained by a newly formed Home Owner's Association (HOA).

The existing topography & terrain will be utilized to maximize out open space and common grounds. The common grounds will be a mixture of undisturbed and disturbed open space. To the maximum extent possible, the developer will try to preserve existing vegetation along the exterior property boundary. An entrance monument and landscaping will be installed along our entrance off Henderson Gap Road. A stormwater management pond will be installed in the rear of the development to address stormwater runoff and water quality treatment for the community.

### **Phasing & Density**

The overall density of the project will not exceed (65) single-family townhome units or roughly 7.0 units per acre. The project will be phased. Phase I will consist of approximately 29 townhome units, 20 in Phase II, and approximately 13 in Phase III. If the development proceeds as expected, build-out will be complete within approximately 3 years.

### **Homes & Materials**

The townhomes will have a mixture of sizes and all include a minimum 1-car garage. The minimum square footage per home will be 1,200 SF with most ranging from 1,400 SF – 2,000 SF. There is no maximum townhome unit size. Exterior building materials may consist of vinyl siding, shake siding, Hardie Board, brick, and/or stone. Exteriors may contain (1) specific material or combination of all (5) materials in some cases.

### **Amenities and Landscaping**

The proposed development will include approximately 5.0 acres of common area with maximum efforts to preserve existing vegetation along the exterior property boundary with Riverside Chase Subdivision. The development will also contain associated guest parking for residents. Our entrance drive located off Henderson Gap Road will be heavily landscaped and contain an entrance monument for the neighborhood. The stormwater management pond may be dry or wet depending on water sources once we get more into the design phase. Fences and/or landscaping around the pond will comply with current regulations.

The developer may, if he/she decides to, install a community walking trail within the community to connect the development's common areas.

### **Sewer/Water**

There is an existing sanitary sewer main located at the rear of the property that is maintained by Greer Commission of Public Works. This sewer will serve our site. Public water is available along Henderson Gap Road to serve the development, owned and maintained by Greer Commission of Public Works. The new sewer and water mains built within the community will be built to public standards and turned over to Greer Commission of Public Works.

### **Setbacks**

All the proposed setbacks for this project are as follows:

- 15' minimum setback from all internal roads (measured from private R/W)
- 25' minimum setback from exterior property lines

### **Other Public Improvements and Facility Impact**

All roads and utilities will be constructed to meet applicable design standards and turned over to the Home Owners Association (HOA). The common grounds (open space), stormwater ponds, and entrance features will be owned and maintained by the established Home Owner's Association (HOA). The community as designed should have no adverse impact on public utilities. All construction will be in accordance with applicable building codes, zoning ordinances, and all other state and local laws and ordinances.



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**First Reading of Ordinance Number 11-2018**

**Summary:**

AN ORDINANCE TO AMEND THE CITY OF GREER ZONING CODE OF ORDINANCE BY ADDING TO ARTICLE 4, DEFINITIONS AND ARTICLE 5, ZONING DISTRICT REGULATIONS TO INCORPORATE BREWPUBS, MICRO BREWERIES, BREWERIES, MICRO DISTILLERIES, AND DISTILLERIES WITHIN THE CITY OF GREER. (Action Required)

**Executive Summary:**

Ordinance #11-2018 is a text amendment to allow brewpubs, microbreweries, breweries, micro distilleries, and distilleries in the City of Greer. The Planning Commission conducted a public hearing on February 19, 2018 and recommended approval of the amendment.

Kelli McCormick, Planning Manager

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
▣ Ord 11-2018 Cover Memo	3/9/2018	Cover Memo
▣ Ordinance Number 11-2018	3/9/2018	Ordinance
▣ Ord 11-2018 Staff Report	3/9/2018	Backup Material

# Memorandum

**To:** Mr. Ed Driggers, City Administrator  
**From:** Kelli McCormick, AICP, Planning Manager  
**Subject:** Ordinance #11-2018  
**Date:** March 8, 2018  
**CC:** Tammy Duncan, City Clerk

---

Ordinance #11-2018 is a text amendment to allow brewpubs, microbreweries, breweries, microdistilleries, and distilleries in the City of Greer.

The Planning Commission conducted a public hearing on February 19, 2018 and recommended approval of the amendment.

## ORDINANCE NUMBER 11-2018

### **AN ORDINANCE TO AMEND THE CITY OF GREER ZONING CODE OF ORDINANCE BY ADDING TO ARTICLE 4, DEFINITIONS AND ARTICLE 5, ZONING DISTRICT REGULATIONS TO INCORPORATE BREWPUBS, MICRO BREWERIES, BREWERIES, MICRO DISTILLERIES, AND DISTILLERIES WITHIN THE CITY OF GREER.**

**WHEREAS**, the City of Greer has determined that an ordinance should be adopted to allow the City of Greer to create opportunities for brewpubs, microbreweries, breweries, micro distilleries, and distilleries within the City limits as the Zoning Ordinance does not address these types of facilities and this is a growing market segment around the region and nation; and,

**WHEREAS**, The City of Greer Zoning Code of Ordinance needs to be amended by adding to Article 4, Definitions and Article 5, Zoning District Regulations to incorporate requirements within the City of Greer. Addressing these situations in the Zoning Code of Ordinance recognizes the fact that these businesses are being requested within the City limits; and,

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Greer, the City of Greer Zoning Code of Ordinance Article 4, Definitions and Article 5, Zoning District Regulations is amended to include the following provisions:

#### ARTICLE 4 DEFINITIONS

**Brewpub – A restaurant, which produces on premise a maximum of two thousand barrels a year of beer for sale on the premise. One barrel equals 31 gallons.**

**Microbrewery – Any establishment where malt liquors are manufactured and packaged on premise or off-premise, manufacturing no more than 15,000 barrels of malt liquor on its licensed premise each calendar year. One barrel equals 31 gallons.**

**Brewery - Any establishment where malt liquors are manufactured and packaged on premise, manufacturing more than 15,000 barrels of malt liquor on its licensed premise each calendar year. One barrel equals 31 gallons.**

**Micro Distillery – A manufacturer who distills, blends, and bottles alcoholic liquors on the licensed premises with an alcohol content greater than seventeen percent and who produces a**

**maximum, quantity of one hundred twenty-five thousand cases per year at the licensed premises.**

**Distillery - A manufacturer who distills, blends, and bottles alcoholic liquors on the licensed premises with an alcohol content greater than seventeen percent and who produces more than one hundred twenty-five thousand cases per year at the licensed premises.**

#### ARTICLE 5 ZONING DISTRICT REGULATIONS

Amend Article § 5:7.3 of the City of Greer, SC Zoning Ordinance to add the following uses permitted by Special Exception in the C-1 district: **Brewpub and Micro distillery.**

Amend Article § 5:8.1 of the City of Greer, SC Zoning Ordinance to add the following use to the C-2 district: **Brewpub and Micro distillery.**

Amend Article § 5:9.1 of the City of Greer, SC Zoning Ordinance to add the following use to the C-3 district: **Brewpub and Micro distillery.**

Amend Article § 5:9.2 of the City of Greer, SC Zoning Ordinance to add the following use permitted by Special Exception in the C-3 district: **Microbrewery.**

Amend Article § 5:10.1 of the City of Greer, SC Zoning Ordinance to add the following use to the S-1 district: **Brewpub, Microbrewery, Brewery, Micro distillery, and Distillery.**

Amend Article § 5:11.1 of the City of Greer, SC Zoning Ordinance to add the following use to the I-1 district: **Brewpub, Microbrewery, Brewery, Micro distillery, and Distillery.**

---

This Ordinance shall become effective immediately upon second reading approval thereof.

#### CITY OF GREER, SOUTH CAROLINA

\_\_\_\_\_  
Richard W. Danner, Mayor

ATTEST:

\_\_\_\_\_  
Tammela Duncan, Municipal Clerk

Introduced by:

First Reading: March 13, 2018

Second Reading  
And Final Approval: March 27, 2018

Approved as to Form:

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Daniel R. Hughes, Esquire  
City Attorney



**TEXT AMENDMENT REPORT  
STAFF REPORT TO THE GREER PLANNING COMMISSION  
MONDAY, FEBRUARY 19, 2018**

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**DOCKET:** TX 2018-01

**APPLICANT:** City of Greer

Zoning Text Amendment: Article 4 (Definitions) and Article 5 (C-1, C-2, C-3 Commercial Districts, S-1, Service District, and I-1, Industrial District)

**Purpose:** To add 'Brewpubs, Microbrewery, Micro Distillery, Brewery, and Distillery' and the parameters for use to C-1, C-2, and C-3 Commercial Districts, S-1, Service District, and I-1, Industrial District

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**ANALYSIS:** TX 2018-01

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When reviewing the zoning ordinance and based on recent requests for information about these types of businesses, Staff saw a need to create opportunities for brewpubs, microbreweries, micro distillers, breweries, and distilleries in the City. Therefore, Staff recommends a text amendment to the City of Greer Zoning Ordinance to permit these facilities in all commercial, service, and industrial zones with special exceptions required in certain districts. Currently, the Zoning Ordinance does not address these types of facilities and this is a growing market segment around the region and nation.

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As such, Staff proposes the following text amendments:

**Amend Article 4 of the City of Greer, SC Zoning Ordinance to add the following definitions:**

**Brewpub** – A restaurant, which produces on premise a maximum of two thousand barrels a year of beer for sale on the premise. One barrel equals 31 gallons.

Amend Article § 5:7.3 of the City of Greer, SC Zoning Ordinance to add the following use permitted by Special Exception in the C-1 district.

Amend Article § 5:8.1 of the City of Greer, SC Zoning Ordinance to add the following use to the C-2 district.

Amend Article § 5:9.1 of the City of Greer, SC Zoning Ordinance to add the following use to the C-3 district.

Amend Article § 5:10.1 of the City of Greer, SC Zoning Ordinance to add the following use to the S-1 district.

Amend Article § 5:11.1 of the City of Greer, SC Zoning Ordinance to add the following use to the I-1 district.

**Microbrewery** – Any establishment where malt liquors are manufactured and packaged on-premise or off-premise, manufacturing no more than 15,000 barrels of malt liquor on its licensed premise each calendar year. One barrel equals 31 gallons.

Amend Article § 5:9.2 of the City of Greer, SC Zoning Ordinance to add the following use permitted by Special Exception in the C-3 district.

Amend Article § 5:10.1 of the City of Greer, SC Zoning Ordinance to add the following use to the S-1 district.

Amend Article § 5:11.1 of the City of Greer, SC Zoning Ordinance to add the following use to the I-1 district.

**Micro Distillery** – A manufacturer who distills, blends, and bottles alcoholic liquors on the licensed premises with an alcohol content greater than seventeen percent and who produces a maximum, quantity of one hundred twenty-five thousands cases per year at the licensed premises.

Amend Article § 5:7.3 of the City of Greer, SC Zoning Ordinance to add the following use permitted by Special Exception in the C-1 district.

Amend Article § 5:8.1 of the City of Greer, SC Zoning Ordinance to add the following use to the C-2 district.

Amend Article § 5:9.1 of the City of Greer, SC Zoning Ordinance to add the following use to the C-3 district.

Amend Article § 5:10.1 of the City of Greer, SC Zoning Ordinance to add the following use to the S-1 district.

Amend Article § 5:11.1 of the City of Greer, SC Zoning Ordinance to add the following use to the I-1 district.

**Brewery** - Any establishment where malt liquors are manufactured and packaged on-premise, manufacturing more than 15,000 barrels of malt liquor on its licensed premise each calendar year. One barrel equals 31 gallons.

Amend Article § 5:10.1 of the City of Greer, SC Zoning Ordinance to add the following use to the S-1 district.

Amend Article § 5:11.1 of the City of Greer, SC Zoning Ordinance to add the following use to the I-1 district.

**Distillery** - A manufacturer who distills, blends, and bottles alcoholic liquors on the licensed premises with an alcohol content greater than seventeen percent and who produces a more than one hundred twenty-five thousands cases per year at the licensed premises.

Amend Article § 5:10.1 of the City of Greer, SC Zoning Ordinance to add the following use to the S-1 district.

Amend Article § 5:11.1 of the City of Greer, SC Zoning Ordinance to add the following use to the I-1 district.

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In summary, allowing Brewpubs, Microbreweries, Micro Distilleries, Breweries, and Distilleries and the parameters for use in the C-1, C-2, and C-3 Commercial Districts, the S-1, Services, district, and I-1, Industrial, district with the listed requirements, are good additions to the ordinance.

**STAFF RECOMMENDATION:**      **APPROVAL**

**PLANNING COMMISSION RECOMMENDATION:**      **APPROVAL**

**Category Number: XI.**  
**Item Number: E.**



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**First and Final Reading of Resolution Number 7-2018**

**Summary:**

Supporting Sunshine Week and Open Government (Action Required)

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
☐ Resolution Number 7-2018	3/9/2018	Resolution

## **Resolution Number 7-2018**

### **Supporting Sunshine Week and Open Government**

**WHEREAS**, every citizen in our participatory democracy has an inherent right to access to government meetings and public records; and

**WHEREAS**, an open and accessible government is vital to establishing and maintaining the people's trust and confidence in their government and in the government's ability to effectively serve its citizens; and

**WHEREAS**, the protection of every person's right of access to public records and government meetings is a high priority for the City of Greer; and

**WHEREAS**, the City of Greer is committed to openness and transparency in all aspects of its operations;

**NOW, THEREFORE, BE IT RESOLVED**, by the Mayor and Members of Council of the City of Greer, in Council assembled that the City of Greer commits during this Sunshine Week and throughout the year to continue to work to enhance the public's access to government records and information, to increase information provided electronically and online, and to ensure that all meetings of public bodies under the City of Greer's jurisdiction are fully noticed and open to the public.

**DONE AND RATIFIED** this 13th day, of March, 2018.

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Richard W. Danner, Mayor

ATTEST:

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Tammela Duncan, Municipal Clerk

Introduced by:

First and Final Reading: March 13, 2018



**AGENDA**  
**GREER CITY COUNCIL**  
**3/13/2018**

**First and Final Reading of Resolution Number 8-2018**

**Summary:**

A RESOLUTION PURSUANT TO SECTION 4-1-170(C), CODE OF LAWS OF SOUTH CAROLINA 1976, AS AMENDED, CONSENTING TO THE PLACEMENT IN A JOINT INDUSTRIAL AND BUSINESS PARK BETWEEN GREENVILLE AND ANDERSON COUNTIES OF CERTAIN PROPERTY CURRENTLY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF GREER. (Action Required)  
Presented by Reno Deaton, Executive Director of Greer Development Corporation

**Executive Summary:**

**ATTACHMENTS:**

<b>Description</b>	<b>Upload Date</b>	<b>Type</b>
□ Resolution Number 8-2018	3/9/2018	Resolution

**RESOLUTION NUMBER 8-2018**

**A RESOLUTION PURSUANT TO SECTION 4-1-170(C), CODE OF LAWS OF SOUTH CAROLINA 1976, AS AMENDED, CONSENTING TO THE PLACEMENT IN A JOINT INDUSTRIAL AND BUSINESS PARK BETWEEN GREENVILLE AND ANDERSON COUNTIES OF CERTAIN PROPERTY CURRENTLY LOCATED WITHIN THE CORPORATE LIMITS OF THE CITY OF GREER.**

**WHEREAS**, Greenville County desires to enlarge the boundaries of a joint county industrial and business park (the "**Park**") of Greenville and Anderson Counties (together, the "**Counties**") created pursuant to that certain Agreement for the Development of a Joint County Industrial and Business Park (2010 Park) dated as of December 1, 2010, as amended, between the Counties, delivered pursuant to Section 4-1-170, Code of Laws of South Carolina 1976, as amended (the "**Code**"), in order to locate certain parcel(s) of real property in Greenville County therein; and

**WHEREAS**, the parcels described in the attached Exhibit A (the "**City Parcels**") are located within the corporate limits of the City of Greer (the "**City**") and are among the parcels of land that the Counties desire to include within the Park; and

**WHEREAS**, pursuant to Section 4-1-170(C) of the Code, the City must consent to the inclusion of the City Parcels in the Park prior to such inclusion;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Greer, South Carolina, in meeting duly assembled, that the inclusion of the City Parcels in the Park is hereby consented to by the City pursuant to all requirements of South Carolina law, including Section 4-1-170(C) of the Code.

This Resolution shall become effective immediately. All orders, resolutions and parts thereof in conflict herewith are, to the extent of the conflict, hereby repealed.

Done in meeting duly assembled this 13<sup>th</sup> day of March, 2018.

**CITY OF GREER, SOUTH CAROLINA**

(SEAL)

\_\_\_\_\_  
Richard W. Danner, Mayor

Attest:

\_\_\_\_\_  
Tammela Duncan, Municipal Clerk

Approved as to form:

\_\_\_\_\_  
Daniel R. Hughes, City Attorney

**EXHIBIT A**

Map #0528030101006  
Deed Book-Page: 2283-1093  
Plat Book-Page: 1047/9

Map #0528030101008  
Deed Book-Page: 2283-1093  
Plat Book-Page: 1047/9

**STATE OF SOUTH CAROLINA**

**COUNTY OF GREENVILLE**

I, the undersigned City Clerk of the City of Greer, South Carolina, do hereby certify that the foregoing is a true, correct and verbatim copy of resolution duly adopted at a meeting of said City Council held on \_\_\_\_\_, 20\_\_, at which meeting a quorum was at all times present.

**WITNESS MY HAND** this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Tammela Duncan, Municipal  
City of Greer, South Carolina